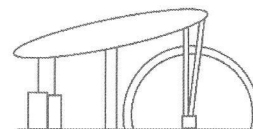


Annual Report for the period From 1st April 2022 to 31st March 2023



Charity Name: Markfield Beam Engine and Museum
Charity Registration No: 290486
Charitable Incorporated Organisation address:
Markfield Beam Engine and Museum
Markfield Park
Markfield Road
South Tottenham
London N15 4RB

1 Objectives and Activities

1.1 Under its CIO constitution, "The object of the Trust is to advance the education of the public in science, engineering technology and engineering history, by the provision of a museum."

1.2 The main activities in relation to this purpose are to:

- promote and preserve the Victorian Beam Engine & Museum on the site of the former Tottenham & Wood Green Sewage Works.
- acquire exhibits, carry out restoration and research for display and education, and carry out improvement and development of the Museum.
- provide educational and lecturing facilities and museum tours.

1.3 The Trust recognises its responsibilities under Charity Commission guidance to carry out its activities solely for public benefit.

1.4 The Museum premises are held by the Trust on a Lease from Haringey Council.

1.5 Contribution made by volunteers:

The Museum is run exclusively by Volunteers with no paid staff. All Trustees also operate as Volunteers (all-together 18). It is estimated that Volunteer time in managing, maintaining and operating the Beam Engine & Museum exceeds 2,000 hours/annum in a 'normal' year.

2 Achievements and Performance

2.1 For the year 2022-23, the Museum was able to follow its established pattern of opening to the public, including being able to re-establish Steam Days, following the aftermath of the COVID pandemic. There have been encouraging signs of increasing interest in numbers of visitors, and Visitor numbers were on target at around 2,500 for the year.

2.2 To help grow our audience we trialled free bookable children's activities throughout the year aimed at increasing visitor numbers and engagement. We saw increased numbers at non steaming open days, but steaming days seemed less busy than previous years. We noted longer visitor visits. We also continued to deliver tours of the wider heritage site.

2.3 We installed a new children's activity area with crafts and toys that link to the engine and museum, and invested in making our museum more visible to our key target audience, local families using the park. This includes a new sign, poster and leaflet displays.

2.4 The Trust decided to make internal investment in developing and upgrading our IT facilities with significant improvements in CCTV infrastructure, this was made possible with support from partners Walthamstow Pumphouse. This work has considerably improved what we are able to offer for public benefit.

2.5 We continued to care for our premises, engine and boilers. Significant community support helped us repair a pump that had been causing issues with steaming.

2.6 We took part in Heritage Compass which provided training and mentoring. It helped us begin to think about audience development and keeping our mission and values at the heart of our activity.

2.7 We initiated the collection of visitor data from our open days in a meaningful way. This has allowed us to monitor our progress toward KPIs.

2.8 We designed and printed new volunteering posters and flyers, hosted a volunteering open day, placed adverts on social media and in local press to try and recruit new volunteers. We created a new partnership with UCL volunteering who helped us recruit 'one off' volunteers

2.9 We held volunteer steam and guided tour training sessions

2.10 We created a new volunteer handbook for all Volunteers and to help us induct new volunteers better. This includes new safeguarding information.

2.11 We hosted a social event with the engine in steam for around 60 attendees including many of our volunteers and teams from partner organisations such as Walthamstow Pumphouse, Bruce Castle and The Markfield Project. And other steam museums in the southeast. This had enabled us to make some good connections and get advice on running and care of the engine.

3 Financial Review

3.1 The Trust's financial position for the year 2022-23, is set out in the accompanying Annual Accounts Statement.

3.2 The balance loss over the year is primarily attributable to:

No Gift Aid claim made during the year

Investment in new display / IT equipment

Increased fuel costs.

Nevertheless, the Trust considers the Charity is a viable concern.

3.3 The Trust continues to operate a Community Current Account with Barclays Bank PLC. It also has PayPal and Zettle accounts used for donation and sales transactions, with income transferred to its Current Account.

3.4 The Trust continues to operate a Reserve Account with the Monmouthshire Building Society. This enables the Trust to hold that part of the Charity's unrestricted income which

is available to spend at the discretion of the Charity Trustees and generally intended to provide cover for future unexpected need, or to pursue an opportunity in line with the charity's purposes for the planned long-term capital development.

3.5 Under Charity Commission Guidance CC15c, Charities with a gross income of over £25,000 but not exceeding £250,000 in the relevant financial year are required to have their accounts Independently Examined. This is not the case for the Trust for the 2022-23 financial year.

3.6 The Trust's 'normal' principal sources of income come from visitor donations, one-off donations, hire of premises, sales, and Gift Aid. Grants for particular projects have also assisted developments. The Trust noted a fall in individual giving, shop sales and hire income (reflective of the cost-of living situation)

3.8 The Trust's principal outgoings are attributable to maintaining, fuelling and insuring the beam engine; rates, power, public liability insurance, administration and the cost of printing and items for sale. As noted above, there has been a substantial increase in fuel costs for operating the beam engine

3.9 The Trust received a Reset Grant from Museum Development London. This included an organisational health check which highlighted our need to work on volunteer development and audience development. Our £4000 grant meant we were able to offer a range of volunteer training, a community steaming session to help us build relationships, introduce a children's activity area and open for 4 additional half days in February half term.

4 Structure, Governance and Management

4.1 Having originally being established as a Charity and a Company Limited by Guarantee and not having a share capital in September 1984, the Trust transitioned to become a Charitable Incorporated Organisation (CIO) with the Charity Commission in April 2021.

4.2 The organisation is managed by the Board of Trustees under the Trust Chair, via quarterly Board meetings, reporting and on-line communications – which are also used as a means of communicating with Volunteers. Individual Trustees have allocated responsibilities to oversee particular areas of Trust activity.

4.3 The Trust follows the procedural stipulations set out in its adopted Charity Commission CIO Foundation Model constitution. Trustees are appointed for a 3-year term, with rotating retirement pattern.

4.4 The Trust has, with the support of local Councillors, continued to pursue protracted negotiations, to achieve a promised new 25 year Lease with Haringey Council for the Museum premises, based on Heads of Terms that have been agreed. The current Lease runs to June 2025.

4.4 We made good progress in developing and updating Policies, and working with our Mentor, as a key part of working towards Accreditation, with plans on track for submission in summer 2023.

4.5 The Trust has maintained a skills audit of its Volunteers and continues to explore recruitment of more volunteers and develop in-house training – notably to supplement engineering skills to maintain and operate the beam engine. The need for additional

expertise in certain areas is seen as of increasing importance – and initiatives to recruit for these areas have been undertaken.

4.6 During the year, the Trust's Treasurer, Ms Sophie Morley, sadly had to resign as a Trustee and Treasurer due to personal reasons. Mr David Cracknell stood in as Treasurer to complete the accounting to the end of the financial year. Mrs Emma Elliott and Mrs Barbara Blake were appointed and confirmed as Trustees by the Board.

4.7 The Trust's volunteers continue to carry out responsibilities for maintaining the Museum premises in conjunction with Haringey Council as Landlord. Volunteers also carry out regular maintenance to the beam engine and its supporting infrastructure.

4.8 The Museum is a Member (3835) of the Association of Independent Museums, and, as such, is able to benefit from support and guidance provided by that organisation. The Trust is a Member of the Lee Valley Heritage Alliance, and along with other member heritage sites, has continued to support and promote the wider industrial legacy of the area to the public. The Museum has also registered with the Industrial Heritage Network (London). The Museum continues to be a member of the local Friends of Markfield Park stakeholder group, which has a role in monitoring and co-ordinating activities in the surrounding Park area in conjunction with Haringey Council.

Forward Planning:

4.9 During the current year, the Trust's Business Plan has been monitored to assess and manage progress.

4.10 The Trust has prepared a Forward Plan to carry forward its Business Plan in 2023-24. The includes:

- Volunteer training
- Growing our team of Volunteers
- Develop new partnerships with Markfield Project and Walthamstow Pumphouse
- Grow our number of visitors from 2500 to 2750
- Aim to have two school visits during the year
- Continue to get to know our audience better by collecting feedback
- Continue to offer bookable children's activities
- Continue to work to add additional interactivity to the visitor experience using cameras and screens
- Improve access to our site for visitors with disabilities
- Support and work with London Glades, Friends of Markfield, Haringey Council and other partners on the improvements to the community garden to ensure the heritage of the site is protected and celebrated and to maximize the opportunity the project provides
- Aim to maintain our spend per visitor, and recover and grow the income earned through hire
- Work to increase our online donations by introducing a membership/ supporters Scheme
- Aim to generate grants targeted to help us obtain consultancy support for feasibility studies for capital works to expand our museum and improving the wider heritage site
- Continue to work to achieve Arts Council UK Museums Accreditation
- Maintain and run our Engine and premises safely.

Administrative details

Corporate Trustees – names of the Trustees during the period covered by this Report.	
Trustee name	Position
Mr Ian McLaughlin	Trust Chair
Ms Sophie Morley	Trust Treasurer (to May 2022)
Mr David Cracknell	Trust Treasurer (from June 2022)
Mr Alan Elliott	
Mrs Barbara Blake (from March 2023)	
Mrs Emma Elliott (from March 2023)	
Mr Andrew Lewis	
Mr Abdullah Seba	
Ms Emma Stell	


Mr Peter Clarke	CIO Secretary
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Sincere thanks to all Trustees and Volunteers who have given their time and talents so enthusiastically to support the work of the Museum.

The Trustees acknowledge their responsibilities for complying with the requirements of the Charities Act 2011 with respect to accounting records and the preparation of accounts and reports.

Under the provisions of the Charities Act, the Trust is required to send to the Commission within 10 months of its financial year end date, an annual return, trustee annual report and accounts. Under Charity Commission Guidance CC15c, Charities with a gross income of over £25,000 but not exceeding £250,000 in the relevant financial year are required to have their accounts Independently Examined. This is the case for the Trust for the 2021-22 financial year. The Trust have appointed Hedley Dunk Ltd for this purpose.

Signed on behalf of the Charity's Trustees

Signature(s)		
Name(s)	Ian McLaughlin	
Position	Trustee (Chair)	
Date	19-12-2023	

Markfield Beam Engine and Museum

Charity Commission No 290486
Annual Accounts for 2022-2023
Period ended 31 March 2023

Balance Sheet

	As at 31 March 2023	As at 31 March 2022
Current Assets	£	£
Stocks	1,380	350
Cash at Bank		
Current Account	8,528	13,802
Reserve Account	17,189	17,042
Other receivables – cash in hand	194	-
Total	27,291	31,194
Current Liabilities		
Accruals	-	-
Total	-	-
Net Assets	27,291	31,194
Funds		
Revaluation Reserve	-	-
General Funds	30,844	34,889
Profit (Loss)	-5,127	-4,045
Total Funds	25,717	30,844

Income and Expenditure Account 2022-2023

	As at 31 March 2023		As at 31 March 2023
Income	£	Expenditure	£
Visitor Donations	2,358	Rates	832
Other Donations	271	Electricity	819
Sales	843	Fuel Oil	2,501
Gift Aid	-	Administration	75
Outreach Activities	525	IT	152
Project Income	4,000	Engineering	828
Other Income	967	Premises	213
Reserve Account interest	147	Shop	346
		Marketing	322
		Public Liability Insurance	555
		Boiler Insurance	133
		Boiler Inspection	768
		Display (IT) Project	3,411
		ReSet Project	3,283
Total Income	9,111	Total Expenditure	14,238
Profit (Loss)	(5,127)		

Notes

The loss over the year is primarily attributable to:

- Investment in new display / IT equipment
- No Gift Aid claim during the year
- Increased fuel costs.

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Signed on behalf of the Board

Signature	
Name	IAN MCLAUGHLIN
Position	CHAIR
Date	3-6-23