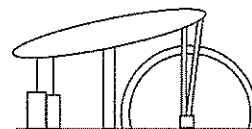


Annual Report for the period From 1st April 2023 to 31st March 2024



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 21). 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 2023-24, In January 2024 volunteer availability meant a change to our opening hours. For standard open days our open hours have changed from 11am - 5pm (4pm in daylight savings hours) to 10am - 3.30pm. on steaming days we are open 10am - 4pm.

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 have had steady visitor numbers at non steaming open days, but steaming days are busier than previous years. We noted longer visitor visits. We also continued to deliver tours of the wider heritage site.

2.3 We have continued with and improved the children's activity area with crafts and new 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. Changes in volunteer availability means that our provision of children's activities ran to August only. Then they were run as drop in sessions.

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

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. We have liaised with and built a good relationship with 5 other similar museums in the southeast this has enabled us to learn how to maintain and run the boiler and water treatment much more effectively.

2.6 We have improved the access information on our website to provide more detailed information and pictures for disabled visitors.

2.7 We have continued with the collection of visitor data from our open days in a meaningful way. This has allowed us to monitor our progress toward KPIs. Although Our collection of visitor data has been patchy with some volunteers lacking confidence in setting up the tablets used to collect data.

2.8 We have continued to recruit new volunteers using posters and flyers, hosted a volunteering open day, placed adverts on social media and in local press to try and recruit new volunteers. This has led to 3 new reliable volunteers

2.9 We held volunteer steam and guided tour training sessions

2.10 We have continued and updated the volunteer handbook for all Volunteers and to help us induct new volunteers better. This includes new safeguarding information.

2.11 We have been one of the organisations that has revived the ALPHA group which is an organisation of 4 pumping museums such as the Walthamstow Pumphouse Museum, Crossness, Kempton Steam Museum and ourselves. The aim of the organisation is to support each other with publicity and engineering knowledge. This had enabled us to make some good connections and get advice on running and care of the engine. We have continued to have a good relationship with Bruce Castle Museum and The Markfield Project.

2.12 In partnership with London Glades, Friends of Markfield, Haringey Council and other partners we achieved improvements to the community garden to ensure the heritage of the site is protected and celebrated and to maximize the opportunity the project provides

3 Financial Review

3.1 The Trust's financial position for the year 2023-24, 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 2023-24 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 continues with volunteer development and audience development. We are able to offer a range of volunteer training, a community steaming session to help us build relationships,

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 Following 2 years of internal effort, and with support from Bruce Castle Museum we achieved Full Arts Council UK Museums Accreditation – a significant recognition for the Charity and the Museum.
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 successfully recruiting a volunteer how is learning how to drive and maintain the engine
4.6 During the year, the Trust's Treasurer Emma Elliott stood down due to personal reasons.as Treasurer. Mr Abdullah Seba was subsequently confirmed as Treasurer 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, 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: <p>4.9 During the current year, the Trust's Business Plan has been monitored to assess and manage progress.</p> <p>4.10 The Trust has prepared a Forward Plan to carry forward Its Business Plan In 2023-24. The includes:</p> <ul style="list-style-type: none"> • 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 • to continue with 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 uphold Arts Council UK Museums Accreditation standards
- Maintain and run our Engine and premises safely.

Administrative details

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

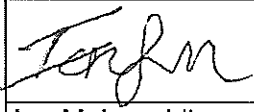
Sincere thanks to all Trustees and Volunteers who have given their time and talents so enthusiastically to support the work of the Museum.

The charity does not have any corporate trustees.

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	9-12-2024	

	2024 £	2023 £
Incoming Resources		
Visitor Donations	2,381	2,358
Other Donations	951	271
Sales	696	843
Gift Aid	-	-
Outreach Activities	0	525
Project Income	0	4,000
Other Income	0	967
Location Hire	50	-
Reset Grants (restricted)	369	-
Reserve Account interest	414	147
Total Incoming Resources	4,861	9,111
Outgoing Resources		
Rates	77	832
Electricity	1,168	819
Fuel Oil	1,575	2,501
Administration	0	75
IT	0	152
Engineering	265	828
Premises	0	213
Shop	0	346
Marketing	0	322
Building Maintenance	339	0
Cloud & Software Subscriptions	9	0
General Supplies	44	0
Insurance	606	0
IT Supplies: POS and POD	35	0
Marketing & Community Engagement	141	0
Membership Subscriptions	68	0
Card Transaction Fees (Retail)	31	0
Shop Stock	403	0
Transaction Fees (on income)	5	0
Website	198	0
Telephone & Internet	240	0
Boiler Inspection & Insurance	1,057	0
Public Liability Insurance	0	555
Boiler Insurance	0	133
Boiler Inspection	0	768
Display (IT) Project	0	3,411
ReSet Project	0	3,283
Total Outgoing Resources	6,261	14,238
Net Surplus (Deficit) for the Year	(1,400.48)	(5,127.00)