

GODALMING MUSEUM TRUST

England & Wales · Charity number 292155

Details

Other names GODALMING MUSEUM

Status Registered

Legal form Charitable company

Company number [01968010](#)

Registered 1985-12-11

Register [View on the Charity Commission register](#)

Contact

Address Godalming Museum
109a High Street
Godalming
Surrey
GU7 1AQ

Phone 01483 426510

Email museum.curator@godalming-tc.gov.uk

Website www.godalmingmuseum.org

Activities

Objects: TO ADVANCE THE EDUCATION OF THE PUBLIC IN WAVERLEY, SURREY BY THE PROVISION OF A MUSEUM.

Activities: THE PRINCIPAL ACTIVITY OF THE CHARITY IS THE PROVISION OF MUSEUM FACILITIES IN GODALMING FOR THE PUBLIC BENEFIT.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Education/training, Arts/culture/heritage/science, Environment/conservation/heritage
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** WAVERLEY, SURREY.
- Surrey

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£43,919	£57,132	-	-
2024-03-31	£41,741	£63,696	-	-
2023-03-31	£184,154	£76,640	-	-
2022-03-31	£61,967	£50,946	-	-
2021-03-31	£57,897	£41,311	-	-

Trustees

Name	Role	Appointed
Anthony Kelly		2021-10-27
Catherine Ruth Ingram Smith		2018-07-05
MICHAEL RODNEY GOODRIDGE LLB MBE		
Michael Leonard Steel		2021-10-27
William Michael Henry Edwards		2015-03-02

Accounts

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 March 2025

Company Registered No. 1968010

Income and

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)
(Company Registered Number 1968010)
REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 March 2025

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GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

(Company Registered Number 1968010)

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 March 2025

The Trustees present their Report and the Financial Statements for the year ended 31 March 2025.

CONSTITUTION AND PRINCIPAL ACTIVITY

Godalming Museum is a company limited by guarantee (Memorandum of Association dated 4 November 1985) and is a registered charity. The principal activity of the Company is the provision of museum facilities in Godalming for the public benefit.

TRUSTEES AND DIRECTORS:

The Directors at the end of the year under review were:

W M H Edwards, MA (Chairman)
M R Goodridge, MBE, LLB (Vice Chairman)
A Kelly, FCA
C M I Smith MA
M L Steel FCA

Treasurer: A Kelly FCA

Registered Office: 109A High Street
Godalming
Surrey, GU7 1AQ

Independent Examiner: P J Osborne, FCA
7 Oaks Lane
Bookham
Surrey
KT23 3FD

Bankers: HSBC Bank Plc

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

(Company Registered Number 1968010)

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 March 2025

Registered Charity No: 292155

Accredited Museum No: 255

Review of Performance, Progress and Achievements
2024 – 2025

Introduction

A busy year for the Museum with much change in personnel across the board.

Following the retirement of Alan Bott as Chairman of the Trustees the Trust welcomed William Edwards as his successor. William, a Partner in law firm, Edwin Coe had been a trustee for a number of years, having lived in Godalming all his life is enthusiastic to take the Museum forward working closely with Curator, Rhiannon Jones.

At the same time as Alan's retirement two other trustees retired after long service, Celia Forbes and Mary Heath-Bullock.

Review of Achievements and Performance 2024/5
New Trustees

There was a need to find suitable replacement trustees at the earliest opportunity, and during the course of 2025 we have successfully identified three new trustees, Sarah Dickinson, Vicki Bradley and Sarah Kelly, who will take office in the summer of 2025.

Sarah Dickinson is currently chairman of the Surrey Gardens Trust, Vicki Bradley is the Alumni Relations Manager at King Edward's School Witley and Sarah Kelly, Executive Director of Prime Residential based in London. Each of the new trustees will bring their extensive knowledge of fund raising, membership and organisational skills to the Board in order to boost the fund-raising projects needed to take the Museum to the next stage. Each enthusiastic to be involved with the Museum we are excited to have them all on board.

A new Museum Coordination Group has been established, meetings regularly taking place involving a number of the trustees, the curator and the representatives from the Town Council chaired by the Town Clerk to provide a forum to discuss the progress of the Museum any issues arising. The Group is ensuring close cooperation between the Town Council and the Museum Trust, enormously helpful to all concerned.

We are delighted to have Ellie Whitelaw looking after the Museum as Curator whilst Rhiannon Jones is on Maternity Leave.

Lecture Series

In terms of events the trustees have boosted the number of lectures per annum to one per month now, all held at the Wilfred Noyce Centre. Numbers of attendees are increasing from 60 upwards, which with an increase in ticket prices has created a nice profit per lecture, both raising awareness for the Museum and boosting our much needed income.

The season began with a Kate Nicholson's lecture, Behind Everest – a talk concerning Ruth and George Mallory and their association with Godalming. Subsequent lectures were given by Professor Craig Underwood (Space and the Surrey Revolution) and Dr David Whitehouse (Exploring Space and looking for life) Julian Humphrys (The Battle of Guildown). Our next lecture is being presented by Hilary Underwood in July on the topic of Surrey Artists.

The Gallery has held regular displays and hosted book launches during the course of the year including Kate Nicholson.

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

(Company Registered Number 1968010)

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 March 2025 (continued)

Volunteers

We have welcomed 9 new volunteers during the year, although we do have quite a few volunteers on long term absence so currently breaking even, meaning that staff are having to leave their work in order to cover shifts at least three times a week. Recruitment is becoming difficult across the volunteer sector due to 60–70-year-olds either continuing to work or taking on child minding duties to help families with the cost of living. Long term we may have to consider either putting some paid hours into a desk receptionist role (which would be a Trust expense) or moving a small desk and pc downstairs so that staff can continue their work whilst covering reception

The Shop

The shop is doing very well despite a slower Christmas than usual. The reason for this is twofold, the increase in postage costs just as Christmas approached meant sales of cards were down 15% although compared to a 35% decrease across the retail industry. We did very well especially as we only had the public gallery for two weeks leading up to Christmas Eve instead of the usual 6 weeks.

We have also used this year to refurbish the shop and bring it up to retail standards whilst increasing capacity for stock.

2025 is looking very promising and profits are looking good; Christmas will be a 6-week period in the extended area. We also planning shopping evenings for Friends, Volunteers and Town council staff with a small discount offered.

Acquisitions

The Museum has recently acquired an important Bronze Age penannular ring, found in Shamley Green by a metal detectorist and this will soon go on display. Subject to fund-raising planning, the Trustees are currently considering the acquisition of hoard of Iron Age coins comprising three gold states (ABC 527) and seventeen silver units (all ABC 650) also found in Shamley Green. The hoard is very rare – the coins themselves in lovely condition and beautifully decorated.

Fund raising

The Trustees are planning numerous fund-raising activities starting with once-a-month events to boost the income for the Trust with the expectation of now reducing the deficit significantly. A quiz is being planning for September. A new fund-raising committee has been established consisting of members of the trustees, volunteers and friends of the Museum with a view to creating a new Platinum Friend arrangement and a new Corporate Sponsorship package.

A larger event is being planned for the Autumn to be held at Charterhouse and the nature and format of this is being planned by the new committee. The aim of the Trustees is to turn around the deficit, boost the awareness of the Museum in the town, grow the educational programme opportunities, and increase the footfall in the Museum by creating new events. Our increased social media presence, better website are making a difference especially amongst younger families and schools.

We would like to think that this year would be the first year we are not in deficit if all goes to plan.

GODALMING MUSEUM TRUST
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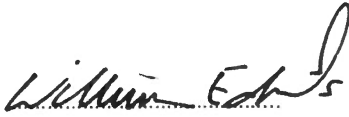
REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 March 2025 (continued)

Review of Financial Activities and Results

During the year a deficit on Unrestricted Funds of £8,491 was recorded; in addition we benefitted from an increase in the market value of our investments of £2,956, reducing the overall deficit to £5,535. We also continued to invest in the future of the Museum by way of gallery and general museum improvements and redecorations. Overall our asset base remains strong with total net assets of £220,253 as at 31 March 2025.

The Trustees are very aware of the need to expand how we generate funds internally and are determined to ensure that we at least break even in the coming years.



W M H EDWARDS

Chairman of the Trustees

Date: 16/7/25

GODALMING MUSEUM TRUST

STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating Income and Expenditure Account)

FOR THE YEAR ENDED 31 March 2025

	Notes	General Funds	Restricted Funds	Total 2025
		£	£	£
INCOME				
Grants and donations		9,651	-	9,651
Income from charitable activities	3	3,656	-	3,656
Income from other trading activities	4	22,648	-	22,648
Investment income		7,964	-	7,964
Total income		43,919	-	43,919
EXPENDITURE				
Expenditure on charitable activities	5	52,410	-	52,410
Project expenditure		-	4,722	4,722
Total expenditure		52,410	4,722	57,132
Net expenditure before loss on investments and transfers between funds				
		(8,491)	(4,722)	(13,213)
Unrealised surplus on investments		2,956	-	2,956
Net deficit for the year		(5,535)	(4,722)	(10,257)
Reconciliation of funds				
Total funds brought forward		213,210	17,300	230,510
Total funds carried forward		207,675	12,578	220,253

GODALMING MUSEUM TRUST

STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating Income and Expenditure Account)

FOR THE YEAR ENDED 31 MARCH 2024

	Notes	General Funds	Restricted Funds	Total 2024
		£	£	£
INCOME				
Grants and donations		4,733	3,000	7,733
Income from charitable activities	3	6,328	-	6,328
Income from other trading activities	4	21,501	-	21,501
Investment income		6,179	-	6,179
Total income		38,741	3,000	41,741
EXPENDITURE				
Expenditure on charitable activities	5	48,379	-	48,379
Project expenditure		-	15,317	15,317
Total expenditure		48,379	15,317	63,696
Net expenditure before loss on investments and transfers between funds				
		(9,638)	(12,317)	(21,955)
Realised profit on investments		27	-	27
Unrealised surplus on investments		3,488	-	3,488
Transfers between funds		(4,088)	4,088	-
Net deficit for the year		(10,211)	(8,229)	(18,440)
Reconciliation of funds				
Total funds brought forward		223,421	25,529	248,950
Total funds carried forward		213,210	17,300	230,510

GODALMING MUSEUM TRUST
(Company Registered Number 1968010)
BALANCE SHEET AT 31 March 2025

	Notes	2025 £	2024 £
FIXED ASSETS			
Tangible fixed assets	6	5,758	-
Investments	7	183,780	194,349
		<u>189,538</u>	<u>194,349</u>
CURRENT ASSETS			
Shop stocks	8	11,380	8,828
Debtors:			
Income tax recoverable		850	813
Prepayments		3,071	1,647
		<u>3,921</u>	<u>2,460</u>
Cash at bank and in hand:			
Savings account		5,895	14,348
Current account		4,333	5,943
Shop bank account		7,884	6,914
Cash in hand		234	795
		<u>18,346</u>	<u>28,000</u>
		33,647	39,288
CREDITORS: Amounts falling due within one year:			
Creditors and accruals		2,932	3,127
		<u>2,932</u>	<u>3,127</u>
NET CURRENT ASSETS		30,715	36,161
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>220,253</u>	<u>230,510</u>
Represented by:			
FUNDS			
Unrestricted General Fund		207,675	213,210
Restricted Funds	9	12,578	17,300
		<u>220,253</u>	<u>230,510</u>

GODALMING MUSEUM TRUST

(Company Registered Number 1968010)

BALANCE SHEET AT 31 March 2025

(continued)

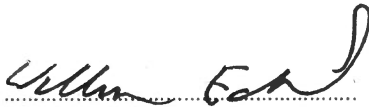
For the year ending 31 March 2025 the Company was entitled to exemption from audit under Section 477 of the Companies Act 2006.

No notice has been deposited under Section 476 of the Companies Act 2006 in relation to its financial statements for the year.

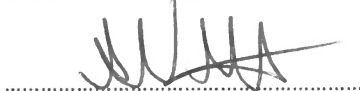
The Trustees acknowledge the responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved on behalf of the Trustees on16/7/25.....


.....

W M H EDWARDS


.....

A KELLY

**GODALMING MUSEUM TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 March 2025**

1. ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Godalming Museum Trust meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

b) Going concern

The accounts have been prepared on the going concern basis. The Trustees are confident that this basis is appropriate.

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

d) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

e) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the Trust's work.

f) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

g) Tangible fixed assets

These are capitalised if items are expected to derive benefit to the Museum over a period of more than one year and are shown at the lower of cost and net realisable value.

Depreciation is provided at the following annual rates to write off the cost of each asset and its expected useful life.

Plant and machinery	- 20% straight line
Fixtures, equipment and display boards	- 10% straight line

GODALMING MUSEUM TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 March 2025
(continued)

1. ACCOUNTING POLICIES (continued)

h) Stock

Stock is included at the lower of cost or net realisable value.

i) Debtors

Debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

j) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount.

k) Financial instruments

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2. LEGAL STATUS OF THE TRUST

The Trust is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds 2025 £	Unrestricted Funds 2024 £
Friends' subscriptions	2,020	2,837
Fundraising events	-	401
Educational, group visits and loan boxes	570	785
Corporate donations	250	1,250
100 Club surplus	816	975
Sundry income	-	80
	3,656	6,328

4. INCOME FROM OTHER TRADING ACTIVITIES

	Unrestricted Funds 2025 £	Unrestricted Funds 2024 £
Shop, exhibition and refreshment sales	22,648	21,501

GODALMING MUSEUM TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 March 2025
(continued)

5. EXPENDITURE ON CHARITABLE ACTIVITIES

	Unrestricted Funds 2025 £	Unrestricted Funds 2024 £
Shop purchases and payments to exhibitors	13,689	11,138
Rent and insurance	8,102	7,881
Utilities, telephone and internet	9,598	8,307
Archiving, cataloguing and conservation	392	2,502
Repairs, maintenance and security	1,488	1,958
Event costs	1,747	-
Cleaning, waste disposal and garden costs	5,509	4,235
Computer costs	439	363
Publicity and newsletter	505	692
Other expenses	4,847	3,202
Governance costs – independent examiner's fee	500	500
Museum running costs	2,208	4,611
Parking	552	507
Trust administration	631	2,483
Professional fees	1,000	-
Depreciation	1,203	-
	52,410	48,379

6. TANGIBLE FIXED ASSETS

	Plant and machinery £	Fixtures, equipment and display boards £	Total £
Cost			
Additions as at 31 March 2025	5,069	1,892	6,961
Depreciation			
Change for the year and at 31 March 2025	1,014	189	1,203
Net book value			
At 31 March 2025	4,055	1,703	5,758

GODALMING MUSEUM TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 March 2025
(continued)

7. INVESTMENTS

	2025	2024
	£	£
Schroders Charity Equity Value Fund 3,527.84 units	60,079	55,458
Cazenove Charity Responsible Multi Asset Fund 15,470.30 units	10,701	10,891
Market Value as at 31 March 2025	70,780	66,349
COIF Charities Deposit Fund	113,000	128,000
	183,780	194,349

8. STOCKS

	2025	2024
	£	£
Stocks for resale	11,380	8,828

9. RESTRICTED FUNDS

	Online Services	Sir Kenneth Clucas Legacy	Ian Fleming Fund	TOTAL
	£	£	£	£
EXPENDITURE				
Project expenditure	-	(4,300)	(422)	(4,722)
Balance brought forward- at 1 April 2024	3,000	4,300	10,000	17,300
Balance carried forward at 31 March 2025	3,000	-	9,578	12,578

GODALMING MUSEUM TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 March 2025
(continued)

10. TRUSTEES' REMUNERATION AND EXPENSES

No remuneration was paid to any of the Trustees nor are any expenses reimbursed to them for their services to the Trust during the year (2024 – Nil).

11. RELATED PARTY TRANSACTIONS

There were no related party transactions during the year (2024-Nil).

12. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £	Investments £	Net current assets £	Total
Restricted Funds (see note 9)	-	9,578	3,000	12,578
Unrestricted Funds	5,758	174,202	27,715	207,675
	5,758	183,780	30,715	220,253

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
GODALMING MUSEUM TRUST**

I report on the accounts of the Charity for the year ended 31 March 2025 which are set out on pages 5 to 13.

Respective responsibilities of Trustees and Examiner

The charity's Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commissioner under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act;
or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of any independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



.....
P J Osborne FCA
7 Oaks Lane
Bookham
Surrey
KT23 3FD

Date.....16/7/25.....

Accounts

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 March 2024

Company Registered No. 1968010

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

(Company Registered Number 1968010)

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 March 2024

The Trustees present their Report and the Financial Statements for the year ended 31 March 2024.

CONSTITUTION AND PRINCIPAL ACTIVITY

Godalming Museum is a company limited by guarantee (Memorandum of Association dated 4 November 1985) and is a registered charity. The principal activity of the Company is the provision of museum facilities in Godalming for the public benefit.

TRUSTEES AND DIRECTORS:

The Directors at the end of the year under review were:

A J Bott, OBE, MA, FSA (Chairman)
W M H Edwards, MA
Lady Forbes
M R Goodridge, MBE, LLB (Vice Chairman)
Mrs M E Heath-Bullock
Rt Hon Jeremy Hunt, MA, MP
A Kelly, FCA
M More-Molyneux, HM Lord Lieutenant of Surrey
A M Rosoman (Godalming Town Council Representative)
C M I Smith MA (Charterhouse Representative)
M L Steel FCA

Treasurer: A Kelly FCA

Registered Office: 109A High Street
Godalming
Surrey, GU7 1AQ

Independent Examiner: P J Osborne, FCA
7 Oaks Lane
Bookham
Surrey
KT23 3FD

Bankers: HSBC Bank Plc

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

(Company Registered Number 1968010)

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 March 2024

Registered Charity No: 292155

Accredited Museum No: 255

Review of Performance, Progress and Achievements

2023 – 2024

Introduction

This year (April 2023-March 2024) we have focussed on consolidating the work from the previous year; building our visitor numbers, responding to feedback, trialling new products and activities, and expanding our schools offer. We have been delighted to see a large increase in visitor numbers, and a remarkable increase in shop profits.

After trialling Sunday opening for 12 months, we took the decision to close on Sundays due to low footfall and difficulties in recruiting volunteers for desk and steward shifts. The Museum's opening hours are now Tuesday to Saturday, 10am to 4pm all year round. We feel this gives visitors and volunteers greater clarity and minimises confusion due to seasonal changes. We are grateful to Godalming Town Council for allowing us to retain our Sunday Supervisor in a new role of Museum Assistant. This has given us greater flexibility in staff cover which is very welcome.

The start of 2024 saw the museum staff turn their minds to re-applying for Arts Council Accreditation, a major undertaking that has, and will continue to, take up much of the Curator's time. We hope to submit in January 2025 and receive news on our application by the summer. As a result of changes to the accreditation standard we have also begun the process of reviewing the governance structure of Godalming Museum Trust and will update members on developments next year.

The Trustees wish to thank Godalming Town Council, the Friends and Patrons of the Museum, Corporate Sponsors, our volunteers, and other supporters for their continuing help.

Staffing

- Curator: Rhiannon Jones
- Museum Support Manager: Vivien Ellis
- Museum Assistant (previously Sunday Supervisor): Louise Roff
- Archivist: Shirley Dixon (until December 2023)
- Education Intern: Alix Stacey (from November 2023)
- Cleaners: RFK Cleaning

Museum Archivist

In December 2023 our long-serving Museum Archivist, Shirley Dixon, retired. Shirley has been with the Museum for over 25 years and contributed to many important projects during her time here. The indexing and digitisation of the Percy Woods collection was an enormous undertaking, whose benefits researchers still feel today. Shirley's warm demeanour, impressive knowledge, experience, and skills were a huge help to all who had the pleasure of meeting her at the Museum. We wish her all the best for the future.

Education Intern

In September 2023 we were successful in our application for a First Steps grant administered by South East Museum Development (SEMD) funded by Art Fund. The grant of £3,000 has enabled us to employ an Education Intern for a period of 4 months. Overseen by the Curator the Education Intern has been reviewing the content of school loan boxes and workshops, building relationships with local schools and community groups, developing new loan box content, and supporting the delivery of educational. Due to the success of the internship, and the need for additional resource whilst preparing for re-accreditation, Godalming Museum Trust has extended the Intern's contract until September 2024.

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

(Company Registered Number 1968010)

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 March 2024 (continued)

Review of Performance, Progress and Achievements
2023 – 2024 (continued)

Visitor Numbers

We are delighted to say that this year (April 2023-March 2024) we have welcomed 13,380 people to the Museum, this is an increase of 14% on last year's figure of 11,766. We are very pleased with this improvement and hope to continue to grow the number of visitors next year. The total number of museum "users" is broken down as follows:

Activity	User Numbers
Schools	603
Loan Boxes	1,097
Talks & Events	484
Youth (not school)	69
Coffee Club	120
Volunteer visits	1,250
Library enquiries	215
Museum visitors	9,542
Total	13,380

Education & Outreach

We have had a successful year in terms of Education and Outreach. We welcomed 603 school visitors to the Museum for educational workshops covering a range of topics including Jack Phillips, Gertrude Jekyll, and Godalming's industrial history. Additionally, 1,097 school children have engaged with our loan boxes, the most popular being Jack Phillips and the Titanic, Toys from the Past, The Saxons, and Roman Life.

We continue to receive excellent feedback about our education offer, with teachers and students commenting on our relaxed and friendly approach, and the quality of the activities on offer. We wouldn't be able to run the workshops with the support of our volunteer session leaders, and we are incredibly grateful for their continued support.

This year we have seen increased demand for informal education sessions for community groups such as Rainbows, Beavers, Scouts, and Brownies. We have developed a unique offer for these groups which sits alongside but does not duplicate the school curriculum. This "Gruesome Godalming" trail has been well received by all ages.

In May 2023 the Curator joined the University of Surrey's Widening Participation & Outreach team to deliver a creative writing object-handling session in HMP Downview – a women's prison and young-offender institute in Surrey – to bring museum learning to users deprived of cultural opportunities. Working with these vulnerable adults was an incredibly rewarding experience and provided an insight into the therapeutic potential of museum collections.

The Museum's monthly Coffee Club for adults living with dementia, neurological conditions, and memory issues, continues to go from strength to strength. Led by an experienced volunteer, Sue Kings, the Coffee Club offers a relaxed and friendly environment in which members can share memories from Godalming's past and engage with our objects and displays.

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

(Company Registered Number 1968010)

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 March 2024 (continued)

Review of Performance, Progress and Achievements
2023 – 2024 (continued)

Volunteers

We currently have 32 Volunteers, 10 throughout the Museum in specific roles and 22 front of house of which 7 are new. We have lost quite a few due to retirement and ill health. Recruitment is very difficult across the volunteer sector with the retirement age having risen, cost of living and grandparent duties, it has become increasingly difficult to cover both desk and steward roles throughout the week.

By Viv Ellis

Shop

In March 2023, after many years of dedication, Mary Pagan and Felicity Woods stepped down from their roles of Volunteer Shop Managers, having offered their time and energy for several decades. The management was taken on by the Museum's Volunteer Support Manager, who has extensive experience in the retail sector.

The shop now stocks many fairtrade, recycled and repurposed goods which sell steadily throughout the year, New Tote bags and mugs have been commissioned along with watercolours by a local artist. And a permanent rotating exhibition from the Surrey Guild of Arts and crafts for which we received a commission.

Charity Christmas cards were also bought in (instead of using Cards for Good Causes) along with an extensive Christmas offer which proved very successful.

On the whole a very successful year with gross sales of £21,501 despite investing in new ranges and changing the offer, a profit of £10,363 was made. Christmas sales alone were Gross £7,500.00

By Viv Ellis

Collections

A statuette of G. F. Watts has been conserved by a professional conservator with funds provided by the Trust in memory of Alison Pattison. It is now on display in the Lutyens & Jekyll Gallery. We continue to receive many generous donations of fascinating objects from the public. This year we have accepted over 300 new object donations and look forward to sharing them with our visitors.

We continue to work on the "data cleaning" needed to upgrade our current collections management software to a web-based version. The new version will make it easier for us to catalogue our collections, with a long-term aim of making some of them searchable on our website.

Garden

Whilst titled garden Refurbishment 2024, the refurbishment really started in early spring 2022, following the catastrophic infestation of Box Blight in late summer 2020, which decimated the box hedge. After consultation with RHS Wisley, and others it was decided to replace the Box Hedge with a Yew hedge, offering compatibility with the Topiary Peacocks. The hedges are now starting to mature nicely.

The museum garden was first planted in 1987 and has been refurbished in 2004, 2010 and 2015. Since taking on the responsibility for maintaining the garden I have become very aware that a few plants were becoming over large and dominant in the relatively small borders of the museum garden.

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

(Company Registered Number 1968010)

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 March 2024 (continued)

Review of Performance, Progress and Achievements

2023 – 2024 (continued)

Garden (continued)

After raising the issue with Alan Bott and Rhiannon Jones that it was overdue that we should refurbish the garden whilst still maintaining the planting of Gertrude Jekyll. We had a meeting where I proposed some of the plants I would like to remove. I then looked through the Museum archive records of plants that Gertrude listed in her many garden plans and put together a list of plants that I would select from, and the purchase, subject to availability and would instigate the refurbishment from spring 2024.

Arrangements were made for Godalming Town Council gardeners to remove 2 of the largest plants; *Arbutus unedo* (Strawberry Tree) and *Ilex* (Holly Tree) in spring 2024. I then removed a *Choisya tenata* and *Parthenocissus henryana* (Chinese Virginia Creeper, silver vein).

The spaces that the removal of these large plants has enabled me to plant 12 new plants in their place. The objective is to continue with Gertrude Jekyll's plant selection whilst trying to provide a year-round interest and colour in the garden. The plants I have chosen, the majority are plants that have been re-introduced from earlier plantings and a few from Gertrude Jekyll's garden plans. It will take a year or two for these plants to mature and develop and complement the existing plants.

The new plants are:

- *Rudbeckia Fulgida* "Goldstrum"
- *Hydrangea* "Preziosa"
- *Potentilla megalantha*
- *Docentra Spectabilis* "alba"
- *Pink & white variety*
- *Achillia* (Yarrow)
- *Geranium Sanguinum* "Glen Luce"
- *Wieigela* (Pink)
- *Jasminium* (yellow leafed variety)
- *Ceanothus* (climber, replacing *Parthenocissus henryana*)
- *Phlox* to complement the white *Phlox* already well established in the garden)
- *Viburnum* "Cotswold Queen"
- *Aster*

By Ray Channon

Website

In June 2023 we launched our new website (www.godalmingmuseum.co.uk). The new website was developed in house using Squarespace and enables us to share and update information quickly and easily without the need for programming skills. At a cost of less than £250 per year, and zero development cost, we are very pleased with the value for money as well as the ease of use. Our website has received over 13,000 unique visitors this financial year. The vast majority of website hits (around 12,000) came from Surrey and the South East, plus around 900 from the USA and Canada.

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

(Company Registered Number 1968010)

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 March 2024 (continued)

Review of Financial Activities and Results

2023 – 2024 (continued)

Fundraising

100 Club

The 100 Club started on 1 September 2021, and we completed the first year at the end of August 2022. At the beginning, we had 18 members – this grew to 20 by the end of the first year.

Members pay £120 per year per ticket, and a £50 prize is drawn on about the first of each month. For 11 months, then on the 12th month up to 7 draws take place to ensure that 50% of the prize money goes back to the members. Currently we have only 12 members holding 16 tickets.

The 100 Club offers the Trust an opportunity to raise funds with minimal effort and expense. Therefore investing more time and energy in marketing the Club to new members in the next financial year needs to be a priority.

By Viv Ellis

Friends

In the membership year 2023-24 there were 215 friends registered of which 103 were 'life members'. The great majority of the 112 other members have paid their subscriptions for 2023-24.

The current year's subscriptions, relevant from 6 April 2024, are only now beginning to come in and register on the bank statements so the number of current members and the totals of subscription income are by necessity grossly inaccurate. More accurate information will only be available after next month's bank statements have been received.

By David Frankcom

Events

- June 2023 – Summer Expedition to Charterhouse, London
- September 2023 - Heritage Open Days. The Museum supported the Heritage Open Days events organised by Godalming Trust, handling the ticketing for those properties where numbers were restricted.
- September 2023 – Heritage Open Day talks by Mandy LeBoutillier, Jack Phillips: Postcards from Home
- November 2023 – Friends Autumn Reception
- November 2023 – Lecture by Andy Jeffery, Memento Mori: The Burials of Godalming, Fact, Myth, and Superstition
- November 2023 – Godalming's Day of Peace, in collaboration with the Mayor of Godalming Cllr Adam Duce and the University of Surrey's Widening Participation & Outreach Team
- February 2024 – Lecture by Hilary Underwood, George and Mary Watts in Compton

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

(Company Registered Number 1968010)

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 March 2024 (continued)

Review of Financial Activities and Results
2023 – 2024 (continued)

Exhibitions

- March/April 2023 – Rob Heanley, Art Exhibition
- April 2023 – Emma Tomlinson, Local Towns and Landscapes
- May 2023 – What Next?, Our Other Mother
- June/ July 2023 – Broadwater and Charterhouse Schools, Art Exhibition
- July 2023 – Godalming Photographic Club, Annual Exhibition
- August/September 2023 – Under the Sea Exhibition
- September/October 2023 – Milford Artist's Exhibition
- October/ November 2023 – Gill Denyer, Connections
- January 2024 – Out of the Archives Exhibition
- February 2024 – Charterhouse Art & Textiles Takeover
- March 2024 – The National Trust, A Glimpse Over the Garden Wall

Review of Financial Activities and Results

During the year a deficit on Unrestricted Funds of £9,638 was recorded; in addition we continued to invest in the future of the Museum by way of gallery and general museum improvements and redecorations. Overall our asset base remains strong with total net assets of £230,510 as at 31 March 2024.

The Trustees are very aware of the need to expand how we generate funds internally and are determined to ensure that we at least break even in the coming years.



.....
A J BOTT

Chairman of the Trustees

Date: 31/3/24

GODALMING MUSEUM TRUST

STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating Income and Expenditure Account)

FOR THE YEAR ENDED 31 March 2024

	Notes	General Funds	Restricted Funds	Total 2024
		£	£	£
INCOME				
Grants and donations		4,433	3,000	7,433
Income from charitable activities	3	6,628	-	6,628
Income from other trading activities	4	21,501	-	21,501
Investment income		6,179	-	6,179
Total income		38,741	3,000	41,741
EXPENDITURE				
Expenditure on charitable activities	5	48,379	-	48,379
Project expenditure		-	15,317	15,317
Total expenditure		48,379	15,317	63,696
Net expenditure before loss on investments and transfers between funds		(9,638)	(12,317)	(21,955)
Realised profit on investments		27	-	27
Unrealised surplus on investments		3,488	-	3,488
Transfers between funds		(4,088)	4,088	-
Net deficit for the year		(10,211)	(8,229)	(18,440)
Reconciliation of funds				
Total funds brought forward		223,421	25,529	248,950
Total funds carried forward		213,210	17,300	230,510

GODALMING MUSEUM TRUST

STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating Income and Expenditure Account)

FOR THE YEAR ENDED 31 MARCH 2022

	Notes	General Funds	Restricted Funds	Total 2023
		£	£	£
INCOME				
Legacies		149,549	-	149,549
Grants and donations		4,558	4,417	8,975
Income from charitable activities	3	7,562	-	7,562
Income from other trading activities	4	14,374	-	14,374
Investment income		3,694	-	3,694
Total income		179,737	4,417	184,154
EXPENDITURE				
Expenditure on charitable activities	5	39,072	-	39,072
Project expenditure		34,568	3,000	37,568
Total expenditure		73,640	3,000	76,640
Net income before loss on investments and transfers between funds		106,097	1,417	107,514
Unrealised loss on investments		(3,625)	-	(3,625)
Transfers between funds		1,417	(1,417)	-
Net surplus for the year		103,889	-	103,889
Reconciliation of funds				
Total funds brought forward		119,532	25,529	145,061
Total funds carried forward		223,421	25,529	248,950

GODALMING MUSEUM TRUST
(Company Registered Number 1968010)
BALANCE SHEET AT 31 March 2024

	Notes	2024 £	2023 £
FIXED ASSETS			
Investments	6	194,349	91,980
CURRENT ASSETS			
Shop stocks	7	8,828	7,031
Debtors:			
Income tax recoverable		813	703
Prepayments		1,647	1,577
		2,460	2,280
Cash at bank and in hand:			
Savings account		14,348	86,118
Current account		5,943	78,211
Shop bank account		6,914	6,418
Cash in hand		795	498
		28,000	171,245
		39,288	180,556
CREDITORS: Amounts falling due within one year:			
Creditors and accruals		3,127	23,586
NET CURRENT ASSETS		36,161	156,970
TOTAL ASSETS LESS CURRENT LIABILITIES		230,510	248,950
 Represented by:			
FUNDS			
Unrestricted General Fund		213,210	223,421
Restricted Funds	8	17,300	25,529
		230,510	248,950

GODALMING MUSEUM TRUST
(Company Registered Number 1968010)

BALANCE SHEET AT 31 March 2024
(continued)

For the year ending 31 March 2024 the Company was entitled to exemption from audit under Section 477 of the Companies Act 2006.

No notice has been deposited under Section 476 of the Companies Act 2006 in relation to its financial statements for the year.

The Trustees acknowledge the responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved on behalf of the Trustees on 31/7/24

A J Bott

A J BOTT

A Kelly

A KELLY

**GODALMING MUSEUM TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 March 2024**

1. ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Godalming Museum Trust meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

b) Going concern

The accounts have been prepared on the going concern basis. Following the receipt of legacies during the year the Trustees are confident that this basis is appropriate.

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

d) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

e) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the Trust's work.

f) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

g) Stock

Stock is included at the lower of cost or net realisable value.

h) Debtors

Debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

GODALMING MUSEUM TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 March 2024
(continued)

1. ACCOUNTING POLICIES (continued)

i) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

j) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount.

k) Financial instruments

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2. LEGAL STATUS OF THE TRUST

The Trust is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds 2024 £	Unrestricted Funds 2023 £
Friends' subscriptions	3,137	2,932
Fundraising events	401	916
Educational, group visits and loan boxes	785	322
Corporate donations	1,250	1,750
100 Club surplus	975	1,592
Sundry income	80	50
	6,628	7,562

4. INCOME FROM OTHER TRADING ACTIVITIES

	Unrestricted Funds 2024 £	Unrestricted Funds 2023 £
Shop, exhibition and refreshment sales	21,501	14,374

GODALMING MUSEUM TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 March 2024
(continued)

5. EXPENDITURE ON CHARITABLE ACTIVITIES

	Unrestricted Funds 2024 £	Unrestricted Funds 2023 £
Shop purchases and payments to exhibitors	11,138	6,862
Rent	6,921	6,825
Utilities, telephone and internet	8,307	8,037
Archiving, cataloguing and conservation	2,502	2,562
Repairs, maintenance and security	1,958	1,748
Insurance	960	960
Cleaning, waste disposal and garden costs	4,235	6,407
Computer costs	363	331
Publicity and newsletter	692	903
Other expenses	3,202	1,159
Governance costs – independent examiner's fee	500	673
Museum running costs	4,611	1,920
Parking	507	186
Trust administration	2,483	499
	48,379	39,072

6. INVESTMENTS

	2024 £	2023 £
Schroders Charity Equity Value Fund 3527.8346 units	55,458	51,647
Cazenove Charity Responsible Multi Asset Fund	10,891	9,833
IFSL CAF Fixed Interest B Fund	-	14,763
L & G Equitrak Fund	-	15,737
	66,349	91,980
Market Value as at 31 March 2024	66,349	91,980
COIF Charities Deposit Fund	128,000	-
	194,349	91,980

7. STOCKS

	2024 £	2023 £
Stocks for resale	8,818	7,031

GODALMING MUSEUM TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 March 2024
 (continued)

8.	RESTRICTED FUNDS					TOTAL £
	Online Services £	Sir Kenneth Clucas Legacy £	Centenary Events £	Jekyll Garden £	Education intern £	
INCOME						
Donations and grants	-	-	-	-	3,000	3,000
EXPENDITURE						
Project expenditure	-	(3,415)	(8,902)	-	(3,000)	(15,317)
Transfer to unrestricted fund	-	-	4,088	-	-	4,088
Balance brought forward- at 1 April 2023	3,000	7,715	4,814	10,000	-	25,529
Balance carried forward at 31 March 2024	3,000	4,300	-	10,000	-	17,300

GODALMING MUSEUM TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 March 2024
(continued)

9. TRUSTEES' REMUNERATION AND EXPENSES

No remuneration was paid to any of the Trustees nor are any expenses reimbursed to them for their services to the Trust during the year (2023 – None).

10. RELATED PARTY TRANSACTIONS

There were no related party transactions during the year (2023-Nil).

11. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Investments £	Net Current Assets £	Total £
Restricted Funds (see note 8)	10,891	6,409	17,300
Unrestricted Funds	183,458	29,752	213,210
	194,349	36,161	230,510

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
GODALMING MUSEUM TRUST**

I report on the accounts of the Charity for the year ended 31 March 2024 which are set out on pages 5 to 13.

Respective responsibilities of Trustees and Examiner

The charity's Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commissioner under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

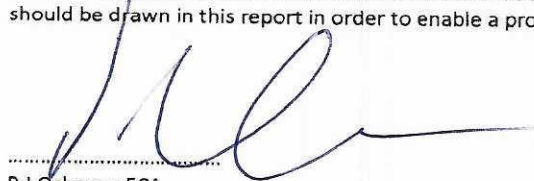
My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of any independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.


.....
P J Osborne FCA
7 Oaks Lane
Bookham
Surrey
KT23 3FD

Date.....

31/7/24

Accounts

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 March 2023

Company Registered No. 1968010

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

(Company Registered Number 1968010)

REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 March 2023

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GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

(Company Registered Number 1968010)

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 March 2023

The Trustees present their Report and the Financial Statements for the year ended 31 March 2023.

CONSTITUTION AND PRINCIPAL ACTIVITY

Godalming Museum is a company limited by guarantee (Memorandum of Association dated 4 November 1985) and is a registered charity. The principal activity of the Company is the provision of museum facilities in Godalming for the public benefit.

TRUSTEES AND DIRECTORS:

The Directors at the end of the year under review were:

A J Bott, OBE, MA, FSA (Chairman)
W M H Edwards, MA
Lady Forbes
M R Goodridge, MBE, LLB (Vice Chairman)
Mrs M E Heath-Bullock
Rt Hon Jeremy Hunt, MA, MP
A Kelly, FCA
M More-Molyneux, HM Lord Lieutenant of Surrey
A M Rosoman (Godalming Town Council Representative)
C M I Smith MA (Charterhouse Representative)
J E Frankcom BA
M L Steel FCA

Treasurer: A Kelly FCA

Registered Office: 109A High Street
Godalming
Surrey, GU7 1AQ

Independent Examiner: P J Osborne, FCA
Osbornes Accountants Limited
20 Market Place
Kingston upon Thames
Surrey, KT1 1JP

Bankers: HSBC Bank Plc

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

(Company Registered Number 1968010)

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 March 2023

Registered Charity No: 292155

Accredited Museum No: 255

Review of Performance, Progress and Achievements
2022 – 2023

The year April 2022 to March 2023 has been a period of considerable change at the Museum, with several significant changes to museum staff. We continue to see the lingering effects of the pandemic, with reduced volunteer availability and substantial shifts in visitor behaviour. Given the changes, this year has been characterised by adjustment, working in new ways, and forming new partnerships. We have focused on increasing footfall through new approaches to marketing and growing our social media presence, as well as making the most of the new front-window display area. Additionally, we have had great success in welcoming school groups back into the Museum and continuing to build on the popularity of our school loan boxes. We have many exciting plans for the Museum in the coming year, aiming to focus on continued growth of our visitor offer, expanding our education programme, and building meaningful connections with our community.

Staffing

- Curator: Alison Pattison (to September 2022), Rhiannon Jones (from January 2023)
- Volunteer Coordinator: Angela Terelak (to March 2022)
- Museum Support Manager: Vivien Ellis (from March 2022)
- Sunday Supervisor: Louise Roff
- Archivist: Shirley Dixon
- Cleaners: RFK Cleaning

At the end of March 2022, the Museum's Volunteer Co-ordinator, Angela Terelak, retired. Angela's dedication to the Museum was remarkable, giving much of her time and expertise to the Museum on a voluntary basis on top of her normal working hours. Her commitment to keeping the Museum going during Alison's absence was much appreciated.

Alison Pattison, the Museum's long-serving Curator, began an extended period of sick leave in April 2022 due to ill health. Sadly, Alison's health continued to decline over the summer, leading to her retirement from the role of Curator in September 2022. We were deeply saddened by the news of her passing in January 2023. Alison gave so much of herself to the Museum, the volunteers, and to the Trust – she will be greatly missed. Our thoughts are with her family at this difficult time.

Vivien Ellis took on the role of Volunteer Manager (now Museum Support Manager) in April 2022, using her considerable management experience to take on responsibility for the day-to-day operations of the Museum during the Curator's absence.

From March to December 2022, the Museum was supported on Thursdays by Haslemere Educational Museum's Assistant Curator, Rhiannon Jones, who offered curatorial support to the Museum. Following Alison Pattison's retirement, Rhiannon took up the post of Curator at Godalming Museum in January 2023.

We are currently able to open on Sundays from 11:00–15:00 due to another new addition to the team, our Sunday Supervisor, Louise Roff. We have struggled to find volunteers willing to take Sunday shifts, so the presence of a paid member of staff has been essential.

Throughout Alison's absence, our Archivist, Shirley Dixon, took on responsibility for the answering of research enquiries and facilitating research visits to the Museum. The recruitment of new Library volunteers should now enable Shirley to return to her core work.

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

(Company Registered Number 1968010)

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 March 2023 (continued)

Review of Performance, Progress and Achievements
2022 – 2023 (continued)

Events

- June 2022: Chichester Expedition
- July 2022: Concert in memory of John Young
- September 2022: Heritage Open Day (as usual, the Museum supported Heritage Open Days, handling the ticketing for those properties where numbers were restricted)
- November 2022: Friends autumn event marking the opening of the refurbished Resources Room
- December 2022: Shop stall at the Christmas Market, Volunteers' Christmas Party
- February 2023: Bargate: The Stone That Built Godalming (a talk by Dr John Bennett, Prof. Jonathan Craig and Hazel Morris)
- March 2023: Balchen's Victory (a talk by Alan Smith)

Exhibitions

- April 2022: Mayford Art Group Exhibition: *A Bunch of Amateurs* by Sarah Flavell
- June 2022: Charterhouse Anniversary Exhibition
- July 2022: Godalming Photographic Club Summer Exhibition
- August 2022: *Dance in the Moon Garden* by Susie Darnton
- September 2022: Studio 12: 120 Years of Prior's Field in 12 Treasures
- October 2022: Milford Artists Autumn Exhibition
- November 2022: *Glimpses, Facts and Faces* by Martin Jones
- January 2023: Keeping Godalming Clean (museum display)
- February 2023: *The Needle and the Thread* by Elizabeth Blake and Susie Darnton
- March 2023: Exhibition of painting by Rob Heanley

Opening Hours

The Museum's opening times were restricted for some time due to staff absence. From June 2022, we began opening on Sundays – something that would not have been possible without the Town Council's support in providing a Sunday Supervisor. Our opening times this year were Thursday to Sunday, 11:00–15:00.

Education

The educational programme was on hold during the lockdowns and throughout periods of staff absence. From September 2022, we offered self-guided tours and short talks to schools as an interim measure, and these have received excellent feedback. We saw high levels of interest in the educational loan boxes, which are highly regarded by local schools – more than 1,500 children have used one of our loan boxes this year.

From January 2023, we have been running school workshops at the Museum and have had 365 school children visit us. We ran a variety of sessions focusing on topics including morse code, luggage detectives, foil crafts, and town walks. We received very positive feedback and saw several return visits by the children. These sessions would not have been possible without the enthusiastic support of our volunteers.

Through our talks and events programme, and special talks for the Rotary Club, the University of Exeter, U3A group visits, and workshops with clubs such as the Beavers, we have engaged a further 308 people with the Museum's work.

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

(Company Registered Number 1968010)

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 March 2023 (continued)

Review of Performance, Progress and Achievements
2022 – 2023 (continued)

Volunteers

This year, we welcomed 13 new volunteers, many with skills that will be valuable to the Museum. For example, we have a newly qualified Archaeologist, a Palaeontologist, two experts in the field of marketing, and a volunteer taking a degree in Museum Studies, as well as some brilliant stewards and receptionists. Our volunteers now number 38 in total, many of whom take on dual roles. We are holding regular small-group training sessions in the Museum Library, covering health and safety, fire safety, desk and stewarding skills, and library work.

Visitors and Service Users

Despite disrupted opening times, and changes in visitor behaviour and preferences following the various periods of lockdown, we have been pleased with the number of visitors and users that the Museum has seen. Although the figure of 11,766 service users is lower than the 14,775 service users in 2019 (our last year with normal opening), it is far better than expected given the current economic climate and the lingering effects of the recent pandemic. The service user figures can be broken down as follows:

11,766 service users

- 6,969 visitors in Museum
- 1,555 Loan Box users
- 119 library enquiries
- 1,250 volunteer visits
- 1,200 visitors to Charterhouse loan
- 365 school visitors
- 308 adults engaged with outreach

Fundraising

100 Club

The 100 Club started on 1 September 2021, and we completed the first year at the end of August 2022. At the beginning, we had 18 members – this grew to 20 by the end of the first year.

Members pay £120 per year per ticket, and a £50 prize is drawn on about the first of each month. Our total receipts in the first year amounted to £2,290, and half went in prizes. In the last month, extra prizes were drawn to ensure £1,145 was given out in prizes in accordance with the rules of the Club. The Trust therefore benefitted by £1,145 in the year, plus some prize-winners kindly giving their prize money back to the Trust.

The 100 Club offers the Trust an opportunity to raise funds with minimal effort and expense. We therefore intend to invest more time and energy in marketing the Club to new members in the next financial year.

Street Collections

Thanks to the hard work of our volunteers, several successful street collections have taken place, resulting in additional donations given to support the work of the Museum. These collections did not take place during the COVID lockdowns or during the Curator's absence, so it was wonderful to be able to run them once more. Total donations from street collections this year came to £655.81, made up as follows:

- The High Street, May 2022 (£152.80)
- Secretts Farm Shop, June 2022 (£80.66)
- Waitrose, September 2022 (£247.24)
- Secretts Farm Shop, December 2022 (£175.11)

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

(Company Registered Number 1968010)

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 March 2023 (continued)

Review of Performance, Progress and Achievements
2022 – 2023 (continued)

Friends

The Friends of the Museum continued to be supportive with their subscriptions and regular additional donations. In the year to 31 March 2023, we had 324 members, 146 of whom are life members from which no subscriptions are receivable. To date, payments received amount to £1,160 in subscriptions and £245 in donations – making a total of £1,405.

Collections

Prior to the summer of 2022, we were not accepting new donations due to the absence of a Curator and the substantial number of unprocessed donations received during the Museum's period of closure during COVID restrictions. Regular Collections Team Meetings recommenced in August 2022, allowing us to begin accepting new donations. About 30 new items have been accessioned in 2023, including:

- Archaeological records and finds from a dig on land to the rear of the former Conservative Club in Wharf Street in 2009
- Photographs of the Town Mayors, Wardens, and Town Clerks, donated by the Town Council
- Brochure of the original Coronation Play held on Rectory Meadow, Elstead in June 1911
- Two mounted and framed pencil drawings of birds by Archibald Thorburn
- Two framed paintings by Hercules Brabazon Brabazon, which were likely to have been owned by Gertrude Jekyll as they were purchased at a sale at Munstead Wood

Refurbishment Works

The fabric of the building has had some attention this year. The Gertrude Jekyll gallery received extensive repairs to one wall damaged by rainwater ingress last year during the storms. The walls were lined with a waterproof layer, ensuring that the issue will not recur. We are grateful to Godalming Town Council for their support with these essential works.

During the last quarter of 2022, we undertook a major refurbishment of the Resources Room and Local Studies Library. Led by Museum Designer Barry Mazur, the rooms were repainted, recarpeted, and new custom-built furniture was created to maximise the available storage space. The refurbishment has allowed us to create a new display highlighting our magnificent portrait of Jack Phillips, and our collection of postcards written by Jack, kindly loaned to the Museum by Mandy Le Boutillier.

Shop

In March 2022, after many years of dedication, Mary Pagan and Felicity Woods stepped down from their roles of Volunteer Shop Managers, having offered their time and energy for several decades. They used their impressive skills to source and develop new products for the shop and build it into the thriving enterprise it is today. We wholeheartedly thank them for their enormous contribution to the Museum's success. The management of the shop will now be taken on by the Museum's Volunteer Support Manager, who has extensive experience in the retail sector.

In conclusion, the Trustees wish to thank Godalming Town Council, the Friends and Patrons of the Museum, our volunteers, and other supporters for their continuing help. Our task of rebuilding following the pandemic would have been much more difficult without their contributions.

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

(Company Registered Number 1968010)

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 March 2023 (continued)

Review of Financial Activities and Results

During the year the Museum was fortunate to have received two legacies, including one for £144,549. This has assisted the recovery from the effects of the Covid years and enabled us to start major improvement and renovation works. These cost £34,568 in the year.

Overall our surplus on Unrestricted Funds was £106,097, although excluding the legacies and the major works expenditure we had an operating deficit of £8,884. This is in line with expectations in the ongoing recovery from Covid.

The market value of our investments fell over the course of the year by £3,625, so the net surplus for the year was £103,889. Accordingly our total Unrestricted Funds at 31 March 2023 were £223,421, which is considered by the Trustees to be adequate to meet our future needs and enable the developments with the Museum to continue.

We are fortunate to also have the sum of £25,529 within Restricted Funds for specific projects, and although there was no related expenditure in the year to 31 March 2023 it is anticipated that this will commence in the coming periods.



.....
A J BOTT

Chairman of the Trustees

Date: 11 July 2023

GODALMING MUSEUM TRUST

STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating Income and Expenditure Account)

FOR THE YEAR ENDED 31 March 2023

	Notes	General Funds	Restricted Funds	Total 2023
		£	£	£
INCOME				
Legacies		149,549	-	149,549
Grants and donations		4,558	4,417	8,975
Income from charitable activities	3	7,562	-	7,562
Income from other trading activities	4	14,374	-	14,374
Investment income		3,694	-	3,694
Total income		179,737	4,417	184,154
EXPENDITURE				
Expenditure on charitable activities	5	39,072	-	39,072
Project expenditure		34,568	3,000	37,568
Total expenditure		73,640	3,000	76,640
Net income before loss on investments and transfers between funds		106,097	1,417	107,514
Unrealised loss on investments		(3,625)	-	(3,625)
Transfers between funds		1,417	(1,417)	-
Net surplus for the year		103,889	-	103,889
Reconciliation of funds				
Total funds brought forward		119,532	25,529	145,061
Total funds carried forward		223,421	25,529	248,950

GODALMING MUSEUM TRUST

STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating Income and Expenditure Account)

FOR THE YEAR ENDED 31 MARCH 2022

	Notes	General Funds	Restricted Funds	Total 2022
		£	£	£
INCOME				
Grants and donations		26,993	15,270	42,263
Income from charitable activities	3	10,392	-	10,392
Income from other trading activities	4	7,555	-	7,555
Investment income		1,757	-	1,757
Total income		46,697	15,270	61,967
EXPENDITURE				
Expenditure on charitable activities	5	30,507	-	30,507
Project expenditure		-	20,439	20,439
Total expenditure		30,507	20,439	50,946
Net income/(expenditure) before gains on investments and transfers between funds		16,190	(5,169)	11,021
Unrealised gain on investments				
Transfers between funds		8,339	-	8,339
- Project expenditure		(4,010)	4,010	-
Net surplus/(deficit) for the year		20,519	(1,159)	19,360
Reconciliation of funds				
Total funds brought forward		99,013	26,688	125,701
Total funds carried forward		119,532	25,529	145,061

GODALMING MUSEUM TRUST
(Company Registered Number 1968010)

BALANCE SHEET AT 31 March 2023

	Notes	2023 £	2022 £
FIXED ASSETS			
Investments	6	91,980	92,106
CURRENT ASSETS			
Shop stocks	7	7,031	7,383
Debtors:			
Income tax recoverable		703	2,000
Prepayments		1,577	922
		2,280	2,922
Cash at bank and in hand:			
Savings account		86,118	3,216
Current account		78,211	39,330
Shop bank account		6,418	3,833
Cash in hand		498	138
		171,245	46,517
		180,556	56,822
CREDITORS: Amounts falling due within one year:			
Creditors and accruals		23,586	3,867
NET CURRENT ASSETS		156,970	52,955
TOTAL ASSETS LESS CURRENT LIABILITIES		248,950	145,061
Represented by:			
FUNDS			
Unrestricted General Fund		223,421	119,532
Restricted Funds	8	25,529	25,529
		248,950	145,061

GODALMING MUSEUM TRUST
(Company Registered Number 1968010)

BALANCE SHEET AT 31 March 2023
(continued)

For the year ending 31 March 2023 the Company was entitled to exemption from audit under Section 477 of the Companies Act 2006.

No notice has been deposited under Section 476 of the Companies Act 2006 in relation to its financial statements for the year.

The Trustees acknowledge the responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved on behalf of the Trustees on 11 July 2023


.....

A J BOTT


.....

A KELLY

**GODALMING MUSEUM TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 March 2023**

1. ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Godalming Museum Trust meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

b) Going concern

The accounts have been prepared on the going concern basis. Following the receipt of legacies during the year the Trustees are confident that this basis is appropriate.

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

d) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

e) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the Trust's work.

f) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

g) Stock

Stock is included at the lower of cost or net realisable value.

h) Debtors

Debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

GODALMING MUSEUM TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 March 2023
(continued)

1. ACCOUNTING POLICIES (continued)

i) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

j) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount.

k) Financial instruments

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2. LEGAL STATUS OF THE TRUST

The Trust is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds 2023 £	Unrestricted Funds 2022 £
Friends' subscriptions	2,932	2,947
Fundraising events	916	3,966
Educational, group visits and loan boxes	322	324
Lettings and exhibitions	-	776
Corporate donations	1,750	850
100 Club surplus	1,592	1,410
Sundry income	50	119
	7,562	10,392

4. INCOME FROM OTHER TRADING ACTIVITIES

	Unrestricted Funds 2023 £	Unrestricted Funds 2022 £
Shop, exhibition and refreshment sales	14,374	7,555

GODALMING MUSEUM TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 March 2023
(continued)

5. EXPENDITURE ON CHARITABLE ACTIVITIES

	Unrestricted Funds 2023 £	Unrestricted Funds 2022 £
Shop purchases and payments to exhibitors	6,862	4,621
Rent	6,825	6,825
Utilities, telephone and internet	8,037	5,684
Archiving, cataloguing and conservation	2,562	1,704
Repairs, maintenance and security	1,748	2,278
Insurance	960	960
Cleaning, waste disposal and garden costs	6,407	5,688
Computer costs	331	312
Publicity and newsletter	903	479
Library	391	135
Other expenses	1,159	764
Governance costs – independent examiner's fee	673	612
Museum running costs	1,529	193
Parking	186	252
Trust administration	499	-
	39,072	30,507

6. INVESTMENTS

	2023 £	2022 £
Schroders Charity Equity Value Fund 3527.8346 units	51,647	50,748
IFSL CAF Fixed Interest B Fund	14,763	15,820
L & G Equitrak Fund	15,737	15,393
Cazenove Charity Responsible Multi Asset Fund	9,833	10,145
Market Value as at 31 March 2023	91,980	92,106

All investments are in common or collective investment schemes registered in the UK.

7. STOCKS

	2023 £	2022 £
Stocks for resale	7,031	7,383

GODALMING MUSEUM TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 March 2023
(continued)

8.

RESTRICTED FUNDS

	Online Services	Sir Kenneth Clucas Legacy	Centenary Events	Witley Camp	Artefacts & Jekyll Garden	TOTAL
	£	£	£	£	£	£
INCOME						
Donations and grants	-	-	-	4,417	-	4,417
EXPENDITURE						
Project expenditure	-	-	-	(3,000)	-	(3,000)
Transfer to unrestricted fund	-	-	-	(1,417)	-	(1,417)
Balance brought forward- at 1 April 2022	3,000	7,715	4,814	-	10,000	25,529
Balance carried forward at 31 March 2023	3,000	7,715	4,814	-	10,000	25,529

GODALMING MUSEUM TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 March 2023
 (continued)

9. TRUSTEES' REMUNERATION AND EXPENSES

No remuneration was paid to any of the Trustees nor are any expenses reimbursed to them for their services to the Trust during the year (2022 – None).

10. RELATED PARTY TRANSACTIONS

There were no related party transactions during the year (2022-Nil).

11. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Investments £	Net Current Assets £	Total £
Restricted Funds (see note 8)	9,833	15,696	25,529
Unrestricted Funds	82,147	141,274	223,421
	91,980	156,970	248,950

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
GODALMING MUSEUM TRUST**

I report on the accounts of the Charity for the year ended 31 March 2023 which are set out on pages 5 to 13.

Respective responsibilities of Trustees and Examiner

The charity's Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commissioner under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

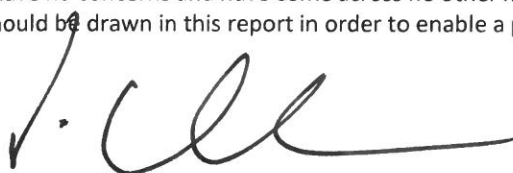
My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of any independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



.....
P J Osborne FCA
Osbornes Accountants Limited
20 Market Place
Kingston upon Thames
Surrey
KT1 1JP

Date 11/7/23

Accounts

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 March 2022

Company Registered No. 1968010

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

(Company Registered Number 1968010)

REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 March 2022

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GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

(Company Registered Number 1968010)

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 March 2022

The Trustees present their Report and the Financial Statements for the year ended 31 March 2022.

CONSTITUTION AND PRINCIPAL ACTIVITY

Godalming Museum is a company limited by guarantee (Memorandum of Association dated 4 November 1985) and is a registered charity. The principal activity of the Company is the provision of museum facilities in Godalming for the public benefit.

TRUSTEES AND DIRECTORS:

The Directors at the end of the year under review were:

A J Bott, OBE, MA, FSA (Chairman)
W M H Edwards, MA
Lady Forbes
M R Goodridge, MBE, LLB (Vice Chairman)
M Hartnall, FCA
Mrs M E Heath-Bullock
Rt Hon Jeremy Hunt, MA, MP
A Kelly, FCA
M More-Molyneux, HM Lord Lieutenant of Surrey
A M Rosoman (Godalming Town Council Representative)
C M I Smith MA (Charterhouse Representative)
J E Frankcom BA
M L Steel

Treasurer: A Kelly, FCA

Registered Office: 109A High Street
Godalming
Surrey, GU7 1AQ

Independent Examiner: P J Osborne, FCA
Osbornes Accountants Limited
20 Market Place
Kingston upon Thames
Surrey, KT1 1JP

Bankers: HSBC Bank Plc

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

(Company Registered Number 1968010)

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 March 2022

Registered Charity No: 292155

Accredited Museum No: 255

Review of Performance, Progress and Achievements

2022 – 2023

After a six-month closure due to the COVID pandemic, the museum finally re-opened in May 2021, when government restrictions allowed. Volunteers were now working again in the museum, initially three days a week, on three 2-hour shifts. This was increased to four days in mid July. Strict precautions were set in place to keep staff, volunteers and the public safe during the continuing risk of COVID. The exhibition celebrating the Centenary of the museum was shown at this reopening.

During April, the Curator, Alison Pattison, and the Volunteer Coordinator, Angela Terelak, had prepared the museum galleries and the shop area for the reopening. Initially, opening was restricted to the downstairs galleries with the Living Landscape and the Local History Galleries opening later in the year. It was decided not to re-open the museum cafe or allow access to the children's activities upstairs until the risks from COVID were less. All museum research enquiries were handled by the Curator. Many volunteers returned willingly to work at the museum, but there were also many who chose this time to retire from museum duties, meaning that the pool of volunteers was considerably reduced.

Visitors returned to the museum and particularly enjoyed the garden. This had been kept looking beautiful by a museum volunteer. The Exhibitions Organiser, another volunteer, worked extremely hard setting up exhibitions for the rest of the year. She also produced a whole range of children's activity packs. Our first external exhibitor was the Godalming Photographic Club in July. Since then there have been a complete programme of varied exhibitions including our regular art groups, a summer exhibition with more activities for children, an exhibition from the Meath Home, finishing with a very popular exhibition on Witley Camp during the First World War.

One of the delights of the year was to use the window space at the front of the building to advertise the museum and give details of its new events and exhibitions. By January 2022 our link with the Town Council entrance was finished and the window started to be used at this time. A model train was built for this space by one of the volunteers and gave much pleasure to children and adults alike. Displays in the window included a screen used for the running of archive film material and other contents were varied to reflect the exhibitions and displays inside.

Educational Loan boxes continued being lent regularly to schools once they re-opened. It was also appreciated that the Educational Volunteer delivered some remote education sessions to schools to complement their use of the loan boxes.

In July, Alison had to take sick leave for what was hoped six weeks, but the situation with her health became more serious and she was not able to undertake a phased return to work until November. She worked from home initially, concentrating on the museum's collection database, making sure that the data was in a perfect condition for the planned move onto a web-based version in 2022. During her sick leave, a temporary administrative assistant was employed to help Angela who was working long hours to cover all the work necessary. Research enquiries and appointments for visitors to the library were initially handled by a volunteer, and later transferred to Shirley Dixon, who worked each Tuesday to cover this work, paid for by the Trust.

The Friends of the museum continued to be supportive with their subscriptions and often also by additional donations. Fund raising resumed in 2021 with Zoom lectures in May and September. Also in September there was an excellent lunch for Friends of the museum and for the Godalming Trust to celebrate the museum's centenary. The Chairman of the Trustees provided the venue and covered the cost of a marquee in his beautiful garden. A stall, selling museum items was organised under the Pepperpot in November and in the New Year, there were two further lectures in Godalming Parish Church.

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

(Company Registered Number 1968010)

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 March 2022 (continued)

Review of Performance, Progress and Achievements

2022 – 2023 (continued)

On 11th September, a World War I day was held in the museum garden, with items displayed from the recent archaeological excavation at Witley Camp and demonstrators explaining uniforms and equipment. Over 110 visitors attended this event. On the next weekend, the museum supported the Heritage Weekend locally with extended opening hours and an exhibition on the Saxon Cemetery.

This year it was decided not to host the Cards for Good Causes Christmas Cards, but of course, the museum shop was ready for Christmas as ever and this year over 600 people visited Father Christmas in the museum garden. This was organised with the help of the Town Council, which has continued to be very supportive during this difficult year.

The museum closed for a longer period than usual at Christmas to enable some essential maintenance work in the loft, but with the Omicron variant of COVID spreading rapidly, it was decided by the Trustees that the Museum should not re-open until February. By this time, Alison was working full time again and preparing a new permanent gallery on Witley Camp. This was completed in March in time for the exhibition on Witley Camp on display in the downstairs gallery and the publication of a book on the Camp, which has been widely sold in the shop.

During March, the museum cafe re-opened and volunteers went back to working two 3-hour shifts a day. Many areas of museum work, such as the shop accounts and records of the Friends of the museum were now returned to volunteers who had worked on them before the pandemic.

However, the museum was again preparing for a period of sick leave for the Curator, likely to be from April onwards. This coincided with the retirement of Angela Terelak, so much planning was needed to deal with this. Recruitment by the Town Council and the Curator to replace Angela, was well underway in March, based on the new museum opening days of Thursday to Sunday. Haslemere Museum offered the use of their Assistant Curator, one day a week, to help with curatorial issues, starting in April. She has already displayed the Roman coin hoard, found in Elstead, which the museum was able to purchase with grant funding raised by Alison in 2021 and additional funding from the Museum Trust.

This year has been a challenging one, with the COVID pandemic and the very concerning ill health of the Curator. Thanks to the work of the Curator and the Volunteer Coordinator, the volunteers and the support of the Friends and particularly of the Town Council, the museum has continued to function successfully. Next year plans are already in hand to repair and refurbish the Resources Room and to update the museum website, so despite all the issues of 2021-22, the museum is moving forward.

Governance and Management

Throughout the further enforced closures this year, the Trustees have continued to meet regularly via Zoom to monitor the operation of the Trust, including liaising with Alison and Angela to ensure that the building was safe from both a COVID and a physical perspective. The financial position was also kept under constant review and reopening plans carefully considered.

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

(Company Registered Number 1968010)

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 March 2022 (continued)

Review of Financial Activities and Results

Overall a surplus on Unrestricted Funds of £16,190 was recorded for the year to 31st March 2022, an increase from £7,736 in the previous year. This was achieved as a result of the continued and much valued support of our Friends, our local corporate donors and following the receipt of Coronavirus Grants for which we are very grateful. In addition the expenditure on general operations was kept under regular review which has also played a major role in enabling the Trust to record this result.

The increase in market value of our investments over the course of the year was £8,339, compared £14,841 over the year to 31st March 2021.

The total of our Unrestricted Funds consequently increased by £20,519 to £119,532 over the course of the year, and the Trustees consider that to constitute an adequate level to be able to continue and expand over normal operations during the latter half of 2022 and beyond.

We have continued to receive funds earmarked for specific projects that will be continued in the coming months, which are accounted for as Restricted Funds, including a major generous contribution of £10,000 towards artefacts and other museum upgrade projects.



.....
A J BOTT

Chairman of the Trustees

Date: 6/7/22.....

GODALMING MUSEUM TRUST

STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating Income and Expenditure Account)

FOR THE YEAR ENDED 31 March 2022

	Notes	General Funds	Restricted Funds	Total 2022
		£	£	£
INCOME				
Grants and donations		26,993	15,270	42,263
Income from charitable activities	3	10,392	-	10,392
Income from other trading activities	4	7,555	-	7,555
Investment income		1,757	-	1,727
Total income		46,697	15,270	61,967
EXPENDITURE				
Expenditure on charitable activities	5	30,507	-	30,507
Project expenditure		-	20,439	20,439
Total expenditure		30,507	20,439	50,946
Net income/(expenditure) before gains on investments and transfers between funds				
Unrealised gain on investments		16,190	(5,169)	11,021
Transfers between funds		8,339	-	8,339
- Project expenditure		(4,010)	4,010	-
Net surplus/(deficit) for the year		20,519	(1,159)	19,360
Reconciliation of funds				
Total funds brought forward		99,013	26,688	125,701
Total funds carried forward		119,532	25,529	145,061

GODALMING MUSEUM TRUST

STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating Income and Expenditure Account)

FOR THE YEAR ENDED 31 MARCH 2021

	Notes	General Funds	Restricted Funds	Total 2021
		£	£	£
INCOME				
Grants and donations		14,558	32,167	46,725
Income from charitable activities	3	6,986	-	6,986
Income from other trading activities	4	2,125	-	2,125
Investment income		2,061	-	2,061
Total income		25,730	32,167	57,897
EXPENDITURE				
Expenditure on charitable activities	5	17,994	-	17,994
Project expenditure		-	23,317	23,317
Total expenditure		17,994	23,317	41,311
Net income before gains on investments and transfers between funds		7,736	8,850	16,586
Unrealised gain on investments		14,841	-	14,841
Transfers between funds				
- Project expenditure		(357)	357	-
Net surplus for the year		22,220	9,207	31,427
Reconciliation of funds				
Total funds brought forward		76,793	17,481	94,274
Total funds carried forward		99,013	26,688	125,701

GODALMING MUSEUM TRUST
(Company Registered Number 1968010)

BALANCE SHEET AT 31 March 2022

	Notes	2022 £	2021 £
FIXED ASSETS			
Investments	6	92,106	72,010
CURRENT ASSETS			
Shop stocks	7	7,383	8,361
Debtors:			
Income tax recoverable		2,000	1,500
Prepayments		922	1,452
		2,922	2,952
Cash at bank and in hand:			
Savings account		3,216	1,794
Current account		39,330	33,155
Shop bank account		3,833	8,017
Cash in hand		138	227
		46,517	43,193
		56,822	54,506
CREDITORS: Amounts falling due within one year:			
Creditors and accruals		3,867	815
NET CURRENT ASSETS		52,955	53,691
TOTAL ASSETS LESS CURRENT LIABILITIES		145,061	125,701
Represented by:			
FUNDS			
Unrestricted General Fund		119,532	99,013
Restricted Funds	8	25,529	26,688
		145,061	125,701

GODALMING MUSEUM TRUST

(Company Registered Number 1968010)

BALANCE SHEET AT 31 March 2022

(continued)

For the year ending 31 March 2022 the Company was entitled to exemption from audit under Section 477 of the Companies Act 2006.

No notice has been deposited under Section 476 of the Companies Act 2006 in relation to its financial statements for the year.

The Trustees acknowledge the responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved on behalf of the Trustees on 6/7/22

..... 

A J BOTT

..... 

A KELLY

**GODALMING MUSEUM TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 March 2022**

1. ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Godalming Museum Trust meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

b) Going concern

The accounts have been prepared on the going concern basis. The Trustees have paid particular attention to the effects upon the Trust of the Covid-19 outbreak and are confident that this basis of preparation is appropriate.

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

d) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

e) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the Trust's work.

f) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

g) Stock

Stock is included at the lower of cost or net realisable value.

h) Debtors

Debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

GODALMING MUSEUM TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 March 2022
(continued)

1. ACCOUNTING POLICIES (continued)

i) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

j) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount.

k) Financial instruments

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2. LEGAL STATUS OF THE TRUST

The Trust is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds 2022 £	Unrestricted Funds 2021 £
Friends' subscriptions	2,947	4,367
Fundraising events	3,966	492
Educational, group visits and loan boxes	324	332
Lettings and exhibitions	776	-
Corporate donations	850	1,750
100 Club surplus	1,410	-
Sundry income	119	45
	10,392	6,986

4. INCOME FROM OTHER TRADING ACTIVITIES

	Unrestricted Funds 2022 £	Unrestricted Funds 2021 £
Shop, exhibition and refreshment sales	7,555	2,125

GODALMING MUSEUM TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 March 2022
(continued)

5. EXPENDITURE ON CHARITABLE ACTIVITIES

	Unrestricted Funds 2022 £	Unrestricted Funds 2021 £
Shop purchases and payments to exhibitors	4,621	906
Rent	6,825	6,825
Utilities, telephone and internet	5,684	2,943
Archiving, cataloguing and conservation	1,704	-
Repairs, maintenance and security	2,278	2,417
Insurance	960	960
Cleaning, waste disposal and garden cost	5,688	2,003
Computer costs	312	451
Publicity and newsletter	479	-
Library	135	86
Other expenses	764	779
Governance costs – independent examiner's fee	612	612
Provisions	193	12
Parking	252	-
	30,507	17,994

6. INVESTMENTS

	2022 £	2021 £
Schroders Charity Equity Value Fund 3527.8346 units	50,748	41,981
IFSL CAF Fixed Interest B Fund	15,820	16,384
L & G Equitrak Fund	15,393	13,645
Cazenove Charity Responsible Multi Asset Fund	10,145	-
Market Value as at 31 March 2022	92,106	72,010

All investments are in common or collective investment schemes registered in the UK.

7. STOCKS

	2022 £	2021 £
Stocks for resale	7,383	8,361

GODALMING MUSEUM TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 March 2022
(continued)

8.	RESTRICTED FUNDS									
	Online Services	Sir Kenneth Clucas Legacy	Education Resources	Growing Volunteering	Centenary Events	Witley Camp	Coin Hoard	Museum Entrance	Secret Cemetery	TOTAL
	£	£	£	£	£	£	£	£	£	£
INCOME										
Donations and grants		-	-	500	-	129	1,725	2,916	10,000	15,270
EXPENDITURE										
Project expenditure	-	-	(141)	(500)	(186)	(13,239)	(2,250)	(4,123)	-	(20,439)
TRANSFERS TO UNRESTRICTED FUND										
Project expenditure	-	-	-	-	-	2,385	525	1,100	-	4,010
Balance brought forward- at 1 April 2021	3,000	7,715	141	-	5,000	10,725	-	107	-	26,688
Balance carried forward at 31 March 2022	3,000	7,715	-	-	4,814	-	-	-	10,000	25,529

GODALMING MUSEUM TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 March 2022
(continued)

9. TRUSTEES' REMUNERATION AND EXPENSES

No remuneration was paid to any of the Trustees nor are any expenses reimbursed to them for their services to the Trust during the year (2021 – None).

10. RELATED PARTY TRANSACTIONS

There were no related party transactions during the year (2021-Nil).

11. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Investments £	Net Current Assets £	Total £
Restricted Funds (see note 8)	10,000	25,529	35,529
Unrestricted Funds	82,106	27,426	109,532
	92,106	52,955	145,061

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
GODALMING MUSEUM TRUST**

I report on the accounts of the Charity for the year ended 31 March 2022 which are set out on pages 5 to 13.

Respective responsibilities of Trustees and Examiner

The charity's Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commissioner under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

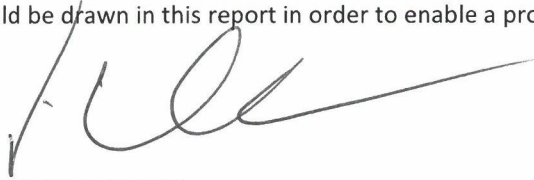
My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of any independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.


.....
P J Osborne FCA
Osbornes Accountants Limited
20 Market Place
Kingston upon Thames
Surrey
KT1 1JP

Date..... 6/7/22

GODALMING MUSEUM TRUST
INCOME AND EXPENDITURE ACCOUNT – UNRESTRICTED FUNDS
FOR THE YEAR ENDED 31 March 2022

	2022		2021	
	£	£	£	£
INCOME				
General donations		4,522		3,057
Friends' subscriptions		2,947		4,367
Shop, refreshment sales and exhibition surplus	7,555		2,125	
Less: shop purchases	<u>(4,621)</u>		<u>(906)</u>	
		2,934		1,219
Donation from Godalming CIC		2,831		-
Income tax recoverable under Gift Aid		2,877		1,501
Fundraising events		3,966		492
Educational, group visits and loan boxes		324		332
Lettings and exhibitions		776		-
Bank and other interest		-		1
100 Club surplus		1,410		-
Income from investments		1,757		2,060
Corporate donations		850		1,750
Covid grants		16,763		10,000
Other income		119		45
		42,076		24,824
LESS: EXPENDITURE				
Rent	6,825		6,825	
Water, electricity, telephone and internet	5,684		2,943	
Repairs and maintenance	1,365		1,489	
Archiving, cataloguing and conservation	1,704		-	
Insurance	960		960	
Security	913		928	
Garden	495		306	
Independent examiner's fees	612		612	
Cleaning and waste disposal	5,193		1,697	
Library and administration	135		86	
Publicity and newsletter	479		-	
Parking costs	252		-	
Provisions	193		12	
Subscriptions	282		132	
Bank charges	17		-	
Website and IT support costs	312		451	
Miscellaneous	26		228	
Shop administrative expenses	<u>439</u>		<u>419</u>	
		25,886		17,088
SURPLUS FOR THE YEAR		16,190		7,736

GODALMING MUSEUM TRUST

England & Wales - Charity number 292155

Accounts

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 March 2021

Company Registered No. 1968010

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)
(Company Registered Number 1968010)
REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 March 2021

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GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)
(Company Registered Number 1968010)
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 March 2021

The Trustees present their Report and the Financial Statements for the year ended 31 March 2021.

CONSTITUTION AND PRINCIPAL ACTIVITY

Godalming Museum is a company limited by guarantee (Memorandum of Association dated 4 November 1985) and is a registered charity. The principal activity of the Company is the provision of museum facilities in Godalming for the public benefit.

TRUSTEES AND DIRECTORS:

The Directors at the end of the year under review were:

A J Bott, OBE, MA, FSA (Chairman)
W M H Edwards, MA
Lady Forbes
M R Goodridge, MBE, LLB (Vice Chairman)
M Hartnall, FCA
Mrs M E Heath-Bullock
J Heagin (Waverley Borough Council Representative)
Rt Hon Jeremy Hunt, MA, MP
A Kelly, FCA
Dr T D Kennea, RD, MSc
M More-Molyneux, HM Lord Lieutenant of Surrey
J Purvis (Godalming Town Council Representative)
A M Rosoman (Godalming Town Council Representative)
C M I Smith MA (Charterhouse Representative)

Treasurer: A Kelly, FCA

Registered Office: 109A High Street
Godalming
Surrey, GU7 1AQ

Independent Examiner: P J Osborne, FCA
Osbornes Accountants Limited
20 Market Place
Kingston upon Thames
Surrey, KT1 1JP

Solicitors: Clyde & Co LLP
1 Stoke Road
Guildford
Surrey, GU1 4HW

Bankers: HSBC Bank Plc
110 High Street
Godalming
Surrey, GU7 1DP

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

(Company Registered Number 1968010)

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 March 2021

Registered Charity No: 292155

Accredited Museum No: 255

Review of Performance, Progress and Achievements

2020- 2021

The museum was forced to close on 17th March 2020 due to the coronavirus pandemic and remained closed to visitors for nearly the whole of the financial year under review. The museum was open for nine weeks in August, September and October 2020, subject to many restrictions resulting from coronavirus. The exhibition 'Godalming's Secret Cemetery' was shown, having been postponed from earlier in the year and this provided a fascinating insight into the excavation in 2014 of a remarkable archaeological site near Godalming Parish Church.

The intention was to reopen with a further exhibition in mid-October, but rising infection rates and the second lockdown put paid to this. It was decided that the museum should stay closed until Easter 2021, but in fact government restrictions kept the museum closed until May 2021.

Thanks to the splendid efforts of our Curator Alison Pattison and our Volunteer Coordinator Angela Terelak the museum has remained in contact with its Friends, volunteers, supporters and the local community during the periods it was closed. The museum supported the local community during lockdown by offering the distraction of history - the Museum's 100 lockdown videos were particularly popular. These were posted daily on the museum Facebook page and copied on to the website.

After the videos, we posted daily "then and now" photographs of the town, celebrating the generations of photographers who have created a wonderful record of the changing townscape. More than 50 volunteer hours went into editing and posting the videos and approximately 150 into taking the present-day photographs. We had many appreciative comments from local residents discovering new aspects of their heritage and from former residents enjoying their virtual revisits. Use of the museum's Facebook page rose significantly. We attracted over 800 followers, with each post reaching around 400 people. Our most popular video, on Godalming firm RFD, reached 20K people and attracted 8.1K views. It drew the attention of Survitec, RFD's successor, and the museum provided archive material for the company's centenary website - a great use of the collection as well as the source of some much-needed income.

Building these digital services required a steep learning curve which would not have been possible without the National Lottery Heritage Fund's Heritage Digital project.

Once schools re-opened we were able to continue to offer our school loan box service and the Curator continued to deal with enquires received from researchers throughout the period of closure. People took the opportunity of lockdown to research projects and we dealt with twice as many enquiries this year as last.

In October the Curator started a small online shop which brought in some valuable income. The first online lecture organised by the museum was held on March 31st and celebrated the museum's centenary. More are planned.

**GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)**

(Company Registered Number 1968010)

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 March 2021 (continued)

**Review of Performance, Progress and Achievements
2020 - 2021 (continued)**

The museum was able to continue with its National Lottery Heritage Funded project to explore the archaeology and history of the First and Second World War Army camps on Witley Common, although some aspects of the project had to be reworked and the deadline extended. We are very grateful for the support of the NLHF and of our project partners, the Surrey County Archaeology Unit and the National Trust, in enabling this to happen. The field work had all been completed before the first lockdown and the post excavation work was able to proceed much as planned, but it was not possible to hold the school and public events we had scheduled. To compensate in part for this, we created a self-guided walk around part of the commons using the izi.travel app. The walk incorporates directions, images, narration and sound effects and has been well received by the public, with a 5-star rating. Further activities are planned for the next financial year when the project will conclude.

The Trustees are also very grateful to Alison and Angela in particular for their efforts in keeping the museum costs to a minimum which has enabled the Trust to remain solvent and put us in a strong position to resume more normal operations in Summer 2021.

We have also benefited from a strong and positive relationship with Godalming Town Council, which has completed its move into the former shop beneath the museum building, thus enlarging the museum's entrance and improving its visibility by an enhanced High Street window. The practical help and guidance of the Town Council, to the Curator and Volunteer Co-ordinator, was invaluable in enabling them to make the many and frequent changes required in this strange year.

All museum fundraising events had to be cancelled, but the support of the Friends of the museum continued via payment of their subscriptions and often additional donations, as well as their visits during the brief period of opening. The volunteers did not work in the museum at all during this period (although a few continued their work from home). We are very grateful to all volunteers who continued to show their support throughout the year in many different ways.

Governance and Management

Throughout the enforced closure the Trustees have continued to meet regularly via Zoom to monitor the operation of the Trust, including liaising with Alison and Angela to ensure that the building was secure from both a Covid and a physical perspective. The financial position was also kept under constant review and reopening plans carefully considered.

Review of Financial Activities and Results

Overall a surplus on Unrestricted Funds of £7,736 was recorded for the year to 31st March 2021, an increase from £3,245 in the previous year. This was achieved as a result of the continued and much valued support of our Friends, our local corporate donors and following the receipt of a £10,000 Coronavirus Grant for which we are very grateful. In addition the expenditure on general operations was reduced by over 51% as referred to above which has also played a major role in enabling the Trust to record this result.

The increase in market value of our investments over the course of the year was £14,841, compared to a decrease of £17,117 over the year to 31st March 2020. That year suffered from the significant downturn in markets as a result of the Covid outbreak and lockdown that month, which have recovered considerably in recent months.

The total of our Unrestricted Funds consequently increased by £22,220 to £99,013 over the course of the year, and the Trustees consider that to constitute an adequate level to be able to resume more normal operations during the latter half of 2021 and beyond.

We have continued to receive funds earmarked for specific projects that will be resumed in the coming months, which are accounted for as Restricted Funds.

**GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)**

(Company Registered Number 1968010)

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 March 2021 (continued)

Looking back and looking forward

We would like to record here our grateful remembrance of four great Friends and supporters of the museum who each contributed so much to Godalming and its heritage: John Young; John Janaway; Stephen Goddard and Mary Caroe.

The museum opened again on 18th May 2021, initially three days a week, but soon after increased this to four. We have scheduled a good variety of exhibitions, the shop is fully functioning and volunteers have returned. We continue to offer email responses to all research enquiries and physical access to the museum's library resources is possible by pre-booked appointment. Our loan box service to schools continues. Fundraising events have resumed and we look forward to the remainder of our centenary year.

.....
A J BOTT

Chairman of the Trustees

Date:

GODALMING MUSEUM TRUST

STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating Income and Expenditure Account)

FOR THE YEAR ENDED 31 March 2021

	Notes	General Funds	Restrict ed Funds	Total 2021
		£	£	£
INCOME				
Grants and donations		14,558	32,167	46,725
Income from charitable activities	3	6,986	-	6,986
Income from other trading activities	4	2,125	-	2,125
Investment income		2,061	-	2,061
Total income		25,730	32,167	57,897
EXPENDITURE				
Expenditure on charitable activities	5	17,994	-	17,994
Project expenditure		-	23,317	23,317
Total expenditure		17,994	23,317	41,311
Net income/expenditure before gains on investments and transfers between funds		7,736	8,850	16,586
Unrealised gain on investments		14,841	-	14,841
Transfers between funds				
- Project expenditure		(357)	357	-
Net surplus for the year		22,220	9,207	31,427
Reconciliation of funds				
Total funds brought forward		76,793	17,481	94,274
Total funds carried forward		99,013	26,688	125,701

GODALMING MUSEUM TRUST

STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating Income and Expenditure Account)

FOR THE YEAR ENDED 31 MARCH 2020

	Notes	General Funds	Restrict ed Funds	Total 2020
		£	£	£
INCOME				
Grants and donations		6,050	31,950	38,000
Income from charitable activities	3	13,401	-	13,401
Income from other trading activities	4	17,492	-	17,492
Investment income		3,420	-	3,420
Total income		40,363	31,950	72,313
EXPENDITURE				
Expenditure on charitable activities	5	37,118	-	37,118
Project expenditure		-	45,490	45,490
Total expenditure		37,118	45,490	82,608
Net income/expenditure before gains on investments and transfers between funds		3,245	(13,540)	(10,295)
Released profit on disposal of investments		1,374	-	1,374
Unrealised loss on investments		(17,117)	-	(17,117)
Transfers between funds				
- Project expenditure		(20,665)	20,665	--
Net deficit for the year		(33,163)	7,125	(26,038)
Reconciliation of funds				
Total funds brought forward		109,956	10,356	120,312
Total funds carried forward		76,793	17,481	94,274

GODALMING MUSEUM TRUST
(Company Registered Number 1968010)
BALANCE SHEET AT 31 March 2021

	Note s	2021 £	2020 £
FIXED ASSETS			
Investments	6	72,010	55,109
CURRENT ASSETS			
Shop stocks	7	8,361	9,267
Debtors:			
Income tax recoverable		1,500	1,858
Sundry debtors		-	2,174
Prepayments		1,452	1,084
		2,952	5,116
Cash at bank and in hand:			
Savings account		1,794	416
Current account		33,155	18,825
Shop bank account		8,017	8,858
Cash in hand		227	227
		43,193	28,326
		54,506	42,709
CREDITORS: Amounts falling due within one year:			
Creditors and accruals		815	3,544
NET CURRENT ASSETS		53,691	39,165
TOTAL ASSETS LESS CURRENT LIABILITIES		125,701	94,274
Represented by:			
FUNDS			
Unrestricted General Fund		99,013	76,793
Restricted Funds	8	26,688	17,481
		125,701	94,274

GODALMING MUSEUM TRUST
(Company Registered Number 1968010)
BALANCE SHEET AT 31 March 2021
(continued)

For the year ending 31 March 2021 the Company was entitled to exemption from audit under Section 477 of the Companies Act 2006.

No notice has been deposited under Section 476 of the Companies Act 2006 in relation to its financial statements for the year.

The Trustees acknowledge the responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved on behalf of the Trustees on

.....

A J BOTT

.....

A KELLY

**GODALMING MUSEUM TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 March 2021**

1. ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Godalming Museum Trust meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

b) Going concern

The accounts have been prepared on the going concern basis. The Trustees have paid particular attention to the effects upon the Trust of the Covid-19 outbreak, and have taken necessary steps to minimise expenditure during this period and are confident that this basis of preparation is appropriate.

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

d) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

e) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the Trust's work.

f) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

g) Stock

Stock is included at the lower of cost or net realisable value.

h) Debtors

Debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

GODALMING MUSEUM TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 March 2021
(continued)

1. ACCOUNTING POLICIES (continued)

i) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

j) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount.

k) Financial instruments

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2. LEGAL STATUS OF THE TRUST

The Trust is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds	Unrestricted Funds
	2021	2020
	£	£
Friends' subscriptions	4,367	3,469
Fundraising events	492	5,290
Educational and group visits	332	2,147
Lettings and exhibitions	-	625
Corporate donations	1,750	1,600
Sundry income	45	270
	6,986	13,401

4. INCOME FROM OTHER TRADING ACTIVITIES

	Unrestricted Funds	Unrestricted Funds
	2021	2020
	£	£
Shop, exhibition and refreshment sales	2,125	15,318
Cards for Good Causes	-	2,174
	2,125	17,492

GODALMING MUSEUM TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 March 2021
(continued)

5. EXPENDITURE ON CHARITABLE ACTIVITIES

	Unrestricted Funds 2021 £	Unrestricted Funds 2020 £
Shop purchases and payments to exhibitors	906	7,004
Rent	6,825	6,825
Utilities, telephone and internet	2,943	4,993
Volunteer co-ordinator	-	(2,390)
Archiving, cataloguing and conservation	-	4,352
Repairs, maintenance and security	2,417	3,293
Insurance	960	960
Cleaning, waste disposal and garden costs	2,003	5,497
Computer costs	451	334
Publicity and newsletter	-	2,881
Library	86	90
Other expenses	779	1,864
Governance costs – independent examiner's fee	612	594
Provisions	12	821
	17,994	37,118

6. INVESTMENTS

	2021 £	2020 £
Schroders Charity Equity Fund 3527.8346 units	41,981	29,172
IFSL CAF Fixed Interest B Fund	16,384	15,300
L & G Equitrak Fund	13,645	10,637
Market Value as at 31 March 2021	72,010	55,109

All investments are in common or collective investment schemes registered in the UK.

7. STOCKS

	2021 £	2020 £
Stocks for resale	8,361	9,267

GODALMING MUSEUM TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 March 2021
(continued)

8.

RESTRICTED FUNDS

	Online Services	Sir Kenneth Clucas Legacy	Education Resources	Centenary Events	Witley Camp	Museum Entrance	Secret Cemetery	TOTAL
	£	£	£	£	£	£	£	£
INCOME								
Donations and grants	500	-	-	5,000	25,560	607	500	32,167
EXPENDITURE								
Project expenditure	-	-	-	-	(21,960)	(500)	(857)	(23,317)
TRANSFERS TO UNRESTRICTED FUND								
Project expenditure	-	-	-	-	-	-	357	357
Balance brought forward at 1 April 2020	2,500	7,715	141	-	7,125	-	-	17,481
Balance carried forward at 31 March 2021	<u>3,000</u>	<u>7,715</u>	<u>141</u>	<u>5,000</u>	<u>10,725</u>	<u>107</u>	<u>-</u>	<u>26,688</u>

GODALMING MUSEUM TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 March 2021
(continued)

9. TRUSTEES' REMUNERATION AND EXPENSES

No remuneration was paid to any of the Trustees nor are any expenses reimbursed to them for their services to the Trust during the year (2020 - None).

10. RELATED PARTY TRANSACTIONS

There were no related party transactions during the year (2020-Nil).

11. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Investments	Net Current Assets	Total
	£	£	£
Restricted Funds (see note 8)	-	26,688	26,688
Unrestricted Funds	72,010	27,003	99,013
	72,010	53,691	125,701

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF GODALMING MUSEUM TRUST

I report on the accounts of the Charity for the year ended 31 March 2021 which are set out on pages 5 to 13.

Respective responsibilities of Trustees and Examiner

The charity's Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commissioner under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of any independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

.....
P J Osborne FCA
Osbornes Accountants Limited
20 Market Place
Kingston upon Thames
Surrey
KT1 1JP

Date.....

GODALMING MUSEUM TRUST
INCOME AND EXPENDITURE ACCOUNT - UNRESTRICTED FUNDS
FOR THE YEAR ENDED 31 March 2021

	2021	2020
	£	£
INCOME		
General donations	3,057	4,190
Friends' subscriptions	4,367	3,469
Shop, refreshment sales and exhibition surplus	2,125	15,318
Less: shop purchases	<u>(906)</u>	<u>(7,004)</u>
	1,219	8,314
Cards for Good Causes	-	2,174
Income tax recoverable under Gift Aid	1,501	1,860
Fundraising events	492	5,290
Educational and group visits	332	2,147
Lettings and exhibitions	-	625
Bank and other interest	1	2
Income from investments	2,060	3,418
Corporate donations	1,750	1,600
Covid grant	10,000	-
Other income	<u>45</u>	<u>270</u>
	24,824	33,359
LESS: EXPENDITURE		
Rent	6,825	6,825
Water, electricity, telephone and internet	2,943	4,993
Volunteer co-ordinator (net)	-	(2,390)
Repairs and maintenance	1,489	1,798
Archiving, cataloguing and conservation	-	4,352
Insurance	960	960
Security	928	1,495
Garden	306	1,529
Independent examiner's fees	612	594
Cleaning and waste disposal	1,697	3,968
Library and administration	86	90
Publicity and newsletter	-	2,881
Parking costs	-	963
Provisions	12	821
Subscriptions	132	70
Education and training	-	116
Website and IT support costs	451	334
Miscellaneous	228	247
Shop administrative expenses	<u>419</u>	<u>468</u>
	17,088	30,114
SURPLUS FOR THE YEAR	<u>7,736</u>	<u>3,245</u>