

Registered number: 01819676  
Charity number: 293033

# **MUSEUM OF EAST ANGLIAN LIFE**

(A company limited by guarantee)

**DIRECTORS' REPORT AND  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021**

## **GMS FC LIMITED**

Chartered Certified Accountants  
1 London Road  
Ipswich  
Suffolk  
IP1 2HA

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**MUSEUM OF EAST ANGLIAN LIFE**  
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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY,  
ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 31 MARCH 2021**

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<b>Directors</b>	Mr A V W Bone Dr S A Goddard (Chair) Mrs V M Trevelyan Mr S Dukes Mr G Horn (resigned 20 October 2020) Councillor Mrs L Baxter Mr J M Pattle Ms K Boardman-Hims (resigned 23 April 2021) Mr N C B Macpherson Ms J H Cousins Ms A C Harrison (appointed 24 July 2020) Ms M J Appleby (appointed 24 July 2020) Dr C K Barlow (appointed 24 July 2020) Mr J H Brighton (appointed 24 July 2020) Mr A R T Butler-Zagni (appointed 24 July 2020) Mr S K Hooton (appointed 24 July 2020)
<b>Company registered number</b>	01819676
<b>Charity registered number</b>	293033
<b>Registered office</b>	Museum of East Anglian Life Stowmarket Suffolk IP14 1DL
<b>Website</b>	<a href="http://eastanglianlife.org.uk">eastanglianlife.org.uk</a>
<b>Company Secretary</b>	Ms A C Harrison (appointed 24 July 2020)
<b>Museum Director</b>	Ms. J Cousins
<b>Independent auditors</b>	GMS FC Limited Chartered Certified Accountants & Statutory Auditors 1 London Road Ipswich Suffolk IP1 2HA
<b>Bankers</b>	Barclays Bank Plc 13 Market Place Stowmarket  Suffolk IP14 1DL

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**MUSEUM OF EAST ANGLIAN LIFE**  
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**CHAIR'S STATEMENT**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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As the chair it gives me great pleasure to present this report on the work of the Museum of East Anglian Life for 2020-21.

2020 was a challenging year and Director Jenny outlines in her report the impact the COVID-19 pandemic has had on the museum. The Museum team has however responded to the uncertainty and challenges with aplomb, demonstrating core resilience and creativity in grasping new opportunities to continue to deliver our vision. The museum has certainly not been absent for the community during the pandemic; indeed, I would say that its reputation has grown and it is recognised as a key part of the cultural and wellbeing infrastructure. I would like to highlight just a few instances which have marked the museum out during the last year.

We have provided safe outdoor spaces for our community during the pandemic enabling people to use the grounds for free and gain some respite. The 'book a garden' scheme was such a lovely, thoughtful offer and much appreciated by those who are carers or without outdoor space. Hopefully people who took up the lockdown fitness trail challenge have discovered new routes to wellbeing.

Maintaining healthy finances enabling the museum to continue to deliver its charitable objectives has been achieved by being alert to and accessing government support for businesses, and sector support for museums such as the Cultural Recovery Fund grants. This has enabled the museum to maintain a stable financial position – no small achievement.

The journey towards becoming The Food Museum has gathered pace with work on new branding underway and funding now in place to reshape the Bone building into a large new exhibition space. This, together with new visitor facilities will enable a refocus on the top field linking up the *Grow* orchard and animal areas, and entice our visitors to venture beyond Home Close – helped by clear new site signage. The reshape of the dining table in Abbot's Hall for the Pride exhibition also shows how we can carefully repurpose existing interpretation to tell new stories.

The conservation work on the river area has opened up tranquil new walks and it is so exciting to have evidence of the range of species who share the museum grounds. Who would have thought these included otters?

This leads me on to the excellent work the museum continues to do in providing opportunities for people to develop their skills. Whether they be Kickstarter's, interns, trainees, volunteers, staff or trustees, opportunities to share experience, knowledge, and share and gain new skills and insights is a hallmark of the culture of the museum and enables us to aim high.

Volunteering continues to be strong and indeed grew during the year. Our innovative work to reach out to new communities through audience consultation, partnership with local cultural organisations, delivery of support through the NHS, enables us to make a significant contribution to the health and wellbeing, and cultural, agenda. Trustees are volunteers too and I am extremely grateful to all colleagues for their unstinting support, advice, help, advocacy and sheer hard work – I know Jenny and the team appreciate it and so do I.

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**MUSEUM OF EAST ANGLIAN LIFE**  
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**CHAIR'S STATEMENT**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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We have come through 2020 a strong organisation. We still have a journey ahead in being able to fulfil the potential of our ten-year vision. While accessing funding streams as they emerge is critical to the development of the museum's potential, success also generates new requirements for match funding and core staffing which is likely to be a key focus for future.

However, I am confident that the museum has a Board of Trustees, staff and volunteers who can rise to this challenge.

*Sharon*

Dr Sharon Goddard  
Chair of Trustees, Museum of East Anglian Life

22 October 2021

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## **MUSEUM OF EAST ANGLIAN LIFE** **(A company limited by guarantee)**

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### **TRUSTEES REPORT** **FOR THE YEAR ENDED 31 MARCH 2021**

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The Trustees (who are also the Directors of the charitable company) have pleasure in presenting their report and the financial statements of the Charity for the ended 31 March 2021.

#### **CONSTITUTION AND OBJECTIVES**

The museum was opened in 1967 in Stowmarket by the Suffolk Local History Society and the then East Suffolk County Council. It was enhanced and developed jointly by the Abbot's Hall Trust and Suffolk County Council, each of which is responsible for part of the land and appoints a delegate to the Board of Trustees. The museum now occupies 75 acres of arable land, water meadow and woodland straddling the River Rattlesden and has 25 buildings, some of which are themselves historic artefacts, providing display, working space and storage areas for 40,000 objects (see note 14 to the financial statements).

In 1985 the Museum was incorporated as a company limited by guarantee and was given charitable status. The company was formed under a Memorandum of Association which established the objects and powers of the Charitable Company and is governed by its Articles of Association, which are available at Companies House.

The Directors consider the Museum's assets sufficient to fulfil the purposes of the charity. The Museum's revenue is derived from its own earnings and from the profits of a wholly-owned subsidiary trading company, The Stowmarket Museum Trading Company Limited, which gift aids its taxable profit. It also receives financial support from Arts Council England, Suffolk County Council, Mid Suffolk District Council and Stowmarket Town Council, as well as the Abbot's Hall Trust. In addition, it benefits directly or indirectly from a number of other charitable trusts, commercial and industrial companies and the efforts of over 250 volunteers.

The principal activity of the Museum of East Anglian Life is to preserve, research and display its collection of historic buildings, machinery and other artefacts reflecting varied aspects of East Anglian life and to provide particular displays and events to attract a wide cross-section of visitors for amenity and educational purposes. Our collection has a particular focus on the production of food and social history relating to it, reflective of the region's strong agricultural character. The museum makes a significant contribution to the physical, cultural and economic wellbeing of Stowmarket and Suffolk.

#### **ORGANISATION**

The affairs of the museum are controlled by the Board of Directors. The directors also act as Trustees for the charitable activities of the company. The Board has the power to appoint new Trustees as and when a vacancy exists. Trustees are then formally elected at the next general meeting. The Board meets a minimum of four times a year. The day-to-day management of the museum is undertaken by the Museum Director.

The Museum is a company, limited by guarantee with no share capital, registered number 01819676. In the event of the company being wound up, each Member is liable to contribute a sum not exceeding £1 towards the company's debts and liabilities.

Details of the company's registered office and other current company information are set out on page 1. The company is also a registered charity, number 293033.

#### **THE DIRECTORS AND THE TRUSTEES**

The Directors and Trustees who served the charity during the year were:

- Sharon Goddard (Chair)
- Vanessa Trevelyan (Vice-Chair)
- Anne Harrison (Treasurer and Company Secretary)
- Anthony Bone
- Simon Dukes
- Cllr Linda Baxter
- Jonathan Pattle
- Katherine Boardman-Hims (resigned 23 April 2021)

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**TRUSTEES REPORT (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**THE DIRECTORS AND THE TRUSTEES (Continued)**

- Nigel Macpherson
- Melinda Appleby
- Simon Hooton
- Alexander Butler-Zagni
- Jon Brighton
- Clare Barlow
- Jenny Cousins

It is the policy of the Board to appoint individuals who have specialist knowledge relevant to the furtherance of the trust's objectives and strategy. In addition, training is available from time to time from the Suffolk Museums Association, Association of Independent Museums and SHARE East.

No expenses were reimbursed to Trustees during the year.

**OUR VISION, MISSION AND VALUES**

The Museum of East Anglian Life is in the process of transitioning to become the Food Museum.

**Museum mission:**

To connect people with where food comes from and the impact of our choices: past, present and future.

**The content we cover:**

We explore the impact of food production and consumption on:

- Health and wellbeing
- Society and cultural
- Industry and technology
- Nature and the environment

**Geographical and chronological boundaries**

Britain's diet has been altered over the centuries through interaction with other cultures. Our perspective is international, but weighted towards the UK and East Anglia because of our location and founding collection. We are not aiming to relate a comprehensive history of food, rather to explore themes connected by food. We will focus (initially) on creating high-quality experiences on specific topics, e.g. bread, brewing. As we grow and opportunities arise, we will broaden our range and scope.

**Our values – we are:**

1. Relevant:

- We make our collections relatable to a 21st-century audience.
- We cater for people at different levels of understanding and create layered interpretation appropriate to their needs.
- Everyone should be able to see themselves reflected somewhere in what we display, collect and programme.

2. Challenging:

- We encourage people to debate and give them the tools and information to make up their own minds.
- We affirm people in the things they care about and help with the things that challenge them.
- We help people appreciate their own power to effect change.
- We raise awareness of uncomfortable or challenging stories and reflect multiple points of view

3. Sustainable:

- We explore human impact on the natural world.
- We work towards a sustainable world in our management of resources and people.

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**TRUSTEES REPORT (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**RESERVES POLICY**

It is the policy of the charity to hold the equivalent of eight weeks of expenditure in reserve. This currently equates to £90,000. The museum should seek to retain a minimum of £90,000 in reserves in a restricted account. Other reserves are maintained for specific restricted or designated projects of the charity and are set out in the notes to the financial statements. We are currently holding reserves at £70,000. We aim to continue to build reserves to ensure sufficient funds to cover management, administration, support costs and to respond to emergencies.

**INVESTMENT POLICY**

It is the policy of the Directors/Trustees to use any surplus funds for the advancement of the charity's objectives. This has been achieved by the addition of land, buildings and exhibits which the charity includes within fixed assets except for a number of exhibits for which it is not practical to obtain a valuation.

**RISK MANAGEMENT**

The Directors and Trustees continue to review the major strategic, business and operational risks which the charity faces using an established system for ongoing assessment which is reviewed at each board meeting. Identified risks are mitigated where possible.

Financial sustainability has been identified as a major risk. A key element of managing this risk is the regular review of available liquid funds to enable the settlement of debts as they fall due, management of trade debtor and creditor balances and liaison with core funders. Non-financial risks arising from fire, health and safety of staff and volunteers, the public and visitors to the Museum are also considered. These risks are managed by ensuring accreditation is up-to-date, robust policies and procedures are in place and staff are offered appropriate training.

**RESULTS AND FINANCIAL REVIEW**

The results for the year and the charity's financial position at the end of the year are shown in the attached financial statements.

The following is a summary extracted from the financial statements:

	<b>2021</b>	<b>2020</b>
Gross income for the year	<u>£796,544</u>	<u>£1,072,728</u>
Total expenditure incurred	<u>£682,175</u>	<u>£732,714</u>
Surplus achieved	<u>£114,369</u>	<u>£340,014</u>

The Board continues to monitor costs and look for innovative ways to increase its income in order to achieve a positive year-end position. The board is aware in the present economic climate, that this will continue to be a challenging task.

In particular, the directors are aware of the continued impact of the Covid - 19 pandemic on society at large. The estimated effect of the pandemic is factored into the charity's risk assessment process and the board continues to monitor and review the situation as conditions change.



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**TRUSTEES REPORT (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**WHAT WE HAVE ACHIEVED**

In common with everyone else in the UK, 2020 presented us with unforeseen and serious challenges as a result of the Covid-19 pandemic.

The impact of Covid:

- The museum was closed to paying visitors for three periods in the year:
  - 18 March to 16 July 2020
  - 2 November to 2 December 2020
  - 24 December 2020 to 19 July 2021
- Our visitor numbers fell from 36,244 in 2019-20 to 21,862 in 2020-21, a 40% drop. The majority of visitors were locals making repeat visits as members or annual pass holders, so visitor income was reduced by a larger proportion than 40%. All group and most school visits were cancelled.
- We furloughed half of our staff for most of our first closed period. Most of the rest of our team worked from home. We kept some staff on site to feed the animals and maintain security. We continued to use the furlough scheme on an ad hoc basis but only visitor services staff were still furloughed by the new year.
- At the start of lockdown, we had to undertake remedial security works as we (correctly) identified vandalism as a key risk while staff presence on site was reduced. We had two incidents at the start of the lockdown.
- The public and commercial programme was heavily impacted. Most of our events, activities and weddings were cancelled. We were not able to launch our new Grow area with its new interpretation, Farm Barn activity space and displays and the restored Eastbridge Windpump.
- The planned work to restore Alton Watermill was delayed due to lockdown and materials shortages.

However, despite the challenges, we succeeded in delivering for our community and responding to the changes in a positive and effective way.

Much of our focus at first was on ensuring that our cash flow was positive. We are indebted to our core funders – Arts Council England (ACE), Suffolk County Council and Mid Suffolk District Council – for their responsiveness and unwavering support. We were awarded funding in all three rounds of Covid support funding by ACE as well as receiving the government support offered for businesses, which meant that we were able to come through the year without having to make redundancies. This financial security gave us the basis to deliver strong community-focused work and to continue to develop and build resilience during the lockdowns.

The work we delivered included the following:

- Community amenity/outdoor space: We opened the museum grounds to the community as an amenity. During the first lockdown, we did this through our 'Book-a-Garden' scheme. From the end of April, families could book our back lawn for free. This was targeted at local people who didn't have access to a garden of their own, or to carers who needed a place to take clients for fresh air and exercise. From November and from the January lockdown, we made entry to the grounds free for all. Between January and March, we received 7,170 visits (the same period in 2019-20 saw 5,949 visits), mostly from local people.
- Health and wellbeing: We hosted an NHS Covid testing clinic from 12 February to 28 May. We also set up a lockdown fitness trail, tree trail and family trails in the museum grounds. We continued to support social prescribing. We maintained volunteering for vulnerable groups where this was possible, based on responding to individual needs. This included people in their 70s, 80s and 90s who wanted to keep working in the gardens which is their usual form of exercise. Staff went out of their way to communicate with particular volunteers considered vulnerable. We spoke to one volunteer most days of lockdown.
- Digital volunteering: our existing Search for the Stars project, supported by the Esmée Fairbairn Collections Fund and the Headley Trust, came into its own during lockdown. The project aims to transfer the museum's collection data onto an online database and involve many voices in the cataloguing. We recruited 272 new volunteers, bringing the number who have now volunteered on the project to 500. We found that the demographics of our volunteers changed – the opportunity to get involved particularly appealed to people in their 20s as it provided career development and a way of maintaining positive mental health during lockdown. We also reached an international audiences – our volunteers were based in 25 different countries from the USA to Singapore. We processed an impressive 23,278 records (compared with 6,068 in the previous year) and hope to be completing the digitisation phase of the project in 2021. We shared our learning with others in the sector through case studies and through direct consultation – we had in-depth conversations with 25 museums in 2020-21, including Paisley Museum, National Museums Northern Ireland and the Postal Museum.

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**TRUSTEES REPORT (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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- **Traineeships:** Our existing Heritage Fund Skills for the Future trainees moved to work on Search for the Stars so we were able to continue placement delivery at a high level. We were also able to provide experience for other trainees from other museums. We successfully recruited a further three full-time trainees.
- **Kickstart:** We put in place a consortium of 10 museums and arts organisations, public and private sector, to deliver Kickstart placements through the Department of Work & Pensions Kickstart scheme which aims to combat youth unemployment. The first placements began in April 2021, but the groundwork for collaboration was laid in 2020-21, in particular support from Mid Suffolk District Council, Suffolk County Council and the Association for Suffolk Museums who jointly funded a Kickstart Officer post at the museum to coordinate the scheme.
- **Exhibitions:** We installed 'Darwin's Mentor; Walking With Henslow' in the temporary exhibition galleries in Abbot's Hall, co-curated with residents from Hitcham village. Due to lockdown, it was not open as long as we had planned, but we put it online and also helped to curate an online Pride exhibition with Suffolk Archives. (This led to a physical exhibition at the museum in 2021 alongside hosting a promenade theatre production which uncovered stories, past and present, from the LGBTQ+ community in Suffolk.)
- **Work with schools and families:** We took part in the 'Summer in a Box' scheme, directed at children in receipt of free school meals, in conjunction with Suffolk County Council and museum partners across the county. With funding for materials and a staff member, we developed and made packs of creative/art materials and ideas. We did more in-depth work with our neighbouring primary school in lieu of the visit they would have had. We put a 'Be A Historian' activity for families online, which appeared prominently in *Families Suffolk*.
- **Audience development:** through support from The Art Fund, we began a programme of online audience development, reaching new groups to talk to them about the museum of the future: what stories should be told and what we should collect. By April 2021, we had run 16 sessions with a total of 120 participants, and spoken to groups including the Liberal Jewish Community, the Women's Karibu Group, Extinction Rebellion, Suffolk Refugees, The Guild of Food Writers, Stowmarket Eco Futures and Rewilding, Mid Suffolk Disability Forum and Suffolk Artlink.
- **Sector and local engagement:** we continued to participate online with SHARE East forums, All About Ipswich DMO, the LEP Cultural Board and others. Our Director chaired the Stowmarket Culture Group and Museums East of England.
- **Site improvements:** We undertook considerable internal improvement work, including installation of new directional and health & safety signage across the museum, IT and connectivity upgrades, repair and replacement of fencing on the eastern boundary and complete replacement of bins and benches across the museum site, enabled by a Heritage Fund grant. We introduced whole site scale recycling for visitors as well as staff. We also did a deep clean of the site and undertook small-scale but significant improvements, such as automating the shop doors and installing a video screen in the shop to improve our communication of information to visitors.
- **Staff:** we ran an online reading and film group on the theme of food for several months and also included guest speakers. It kept the team together and was described as a 'highlight of lockdown'. It helped deepen everyone's knowledge and interest in the future direction of the museum which has already translated into a better visitor experience.
- **Trustees:** we recruited six new trustees with interviews on Zoom. The board met monthly to retain oversight.
- **Press:** Staff were interviewed on Radio Suffolk several times and featured in the local and national press. We had a lot of interest in the success of the Search for the Stars project and were particularly pleased by being featured in the Museums Association's *Museum News*.
- **Fundraising:** We secured funding towards a number of improvements at the museum, in particular £122,000 from the ScottishPower Foundation to deliver a new river path, tree planting and allotment spaces. Over the whole year we submitted 24 funding applications, 11 of which were successful, 4 pending and 1 frozen; a total of £621,497 awarded (not all in the same financial year).
- **Financial management:** We succeeded in generating a surplus before depreciation.

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**MUSEUM OF EAST ANGLIAN LIFE**  
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**TRUSTEES REPORT (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**WHAT WE WILL DO**

The Museum of East Anglian Life is on a journey to become the Food Museum, a journey which responds to the needs and interests of 21st-century audiences and will secure the future of the museum as a dynamic, relevant and environmentally-responsible organisation engaged in a dialogue with diverse communities.

Our whole site strategy is now about delivering the ambition to be the Food Museum. We have a clear destination and the momentum and energy to transform the museum.

The central path to deliver the 'Food Museum' consists of four steps:

1. Claim the digital space: Commission a rebrand and redesign our website to reflect our mission and values and reach audiences more effectively. Implement first part of the rebrand – new website and house style. Name change to follow in summer 2022.
2. Bring the existing site in line with the vision: Upgrade the external interpretation for our buildings to make our largest exhibits part of the food story and a new orientation leaflet to support the impression of a unified experience
3. Deliver a food-focused visitor experience: Deliver a daily programme of fun, food-related activities. This year's annual programme is 'Bread and Jam', built around the watermill restoration and a photographic exhibition in Abbot's Hall on sugar and jam-making, 'Fruit Full'.
4. Grow the profile of the museum with an ambitious and collaborative annual programme: Refurbish the Bone Building as our key exhibition space and put in place a changing annual programme (exhibition and supporting activities) with a clear and marketable food theme. The internal fitout should include modular showcases, a first floor, a flexible kitchen space to enable demonstrations and tastings as part of exhibitions, and toilets.

Transitioning to become the Food Museum is critical to our future business model. We are keenly aware that 'Food Museum' is a more diverse concept and will take us from a niche market to more general appeal, whilst still allowing us to make the most of the collection and assets we have.

At the same time as delivering development activities, we will keep fulfilling our existing commitments, delivering targeted audience-focused programmes and to be agile enough to take advantage of opportunities as they arise, especially in this era of uncertainty.

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**TRUSTEES REPORT (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**Thanks**

The museum's Directors would like to thank all those who have supported us and partnered with us throughout the year, including:

- All our volunteers
- Arts Council England
- Suffolk County Council
- Mid Suffolk District Council
- DCMS
- Museums Association and the Esme Fairbairn Collections Fund
- National Lottery Heritage Fund
- Scottish Power Foundation
- The Art Fund
- NHS England
- New Anglia Local Enterprise Partnership
- The Headley Trust
- The Linbury Trust
- Stowmarket Town Council
- The British Museum
- Ransomes Jacobsen
- Abbot's Hall Trust
- Mrs L D Rope's Third Charitable Settlement
- Finnis Scott Foundation
- Association of Independent Museums
- Alfred Williams Charitable Trust
- Geoffrey Burton Trust
- Association for Suffolk Museums
- Woodward Markwell Insurance Brokers Ltd
- Stowe Veterinary Group
- Jayne Austin
- Kathy Nixon
- Jayne Knight
- Terry Hunt
- Richard Lister
- Alan Ridealgh
- Tim Passmore
- Judith Shallow
- Nigel Oakley
- Penny Stevens
- Liz Downie
- Cllr Rick Meyer
- Cllr Kay Oakes
- John Dugmore and the Chamber of Commerce
- John Thurlow
- Brian and Wendy Hurr
- Susan Ostick and Tony Cousins
- SHARE East
- CAMRA
- Suffolk Community Foundation
- Tesco and Groundwork UK
- DWP, particularly the local team and Gemma Edwards
- Paul Read and the Suffolk Traditional Orchards Group
- Professor Tom Williams, UEA
- Suffolk Agricultural Association
- The Osier Cafe

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**TRUSTEES REPORT (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**PERSONNEL**

**MUSEUM DIRECTOR**

**Jenny Cousins**

Jenny became Director of the Museum of East Anglian Life in September 2016. She studied history at Balliol College and history of film at Birkbeck. She has worked for museum design firm Event Communications, English Heritage and the Imperial War Museum. Major exhibition projects included Charles Darwin's home, Down House, Lullingstone Roman Villa and Dover Castle's Secret Wartime Tunnels. At IWM, Jenny led the redevelopment of the American Air Museum at Duxford, and the creation of [www.americanairmuseum.com](http://www.americanairmuseum.com), a website crowdsourcing information about the air war. Jenny served on the Heritage Lottery Fund's London Committee from 2014–2019. She is chair of Museums East of England and Stowmarket Culture Group. She sits on the boards of the Suffolk Chamber of Commerce, New Anglia LEP Culture Board and the John Milton Academy Trust.

**BOARD OF TRUSTEES**

**Sharon Goddard (Chair)**

Sharon's career encompasses teaching and senior leadership roles in further and higher education, and policy and funding roles nationally with the Department for Education. Between 2000 and 2006 she led education, skills and volunteering policy development at the Heritage Lottery Fund and set up the Young Roots and Skills Bursary funding schemes. She is a Director of Oakmere Solutions heritage consultancy, a Director of the Heritage Education Trust, a member of the Learning Advisory Panel of the Historic Houses Association, an advisor with the Heritage Lottery Fund and a Trustee of Suffolk Family Carers.

**Vanessa Trevelyan (Deputy chair)**

Vanessa Trevelyan has 37 years' experience in the museum sector, most recently as director of Norfolk Museums & Archaeology Service. Vanessa is a longstanding supporter of the Museums Association. She was Convener of the MA's Ethics Committee from 2001-09, and President of the Museums Association 2010-13. Vanessa retired from NMAS in 2013 and now undertakes a range of advisory work, particularly helping small independent museums through organisational change. She is President of the Norfolk Costume & Textiles Society, a member of the SHARE Museums East Advisory Forum, and an active member of the Norwich Society leading on social media and event programming.

**Anne Harrison (Company Secretary and Treasurer)**

Originally from Kent, Anne has lived in Suffolk for nearly 40 years. She is a qualified accountant and has worked across all types of industries within East Anglia, developing a wide range of business skills. She part-owns and is a Director of Colour Marketing Services Ltd. She has a long-standing interest in local history and in the past has volunteered at both the Museum of East Anglian Life and Pakenham Watermill. She is a trustee of several local charities and is actively involved in her local church as treasurer and churchwarden.

**Anthony Bone**

Tony Bone was appointed to the Board of Trustees in 2001. His career was spent in the IT industry, starting in the late 1960s when computers were in their relative infancy. In 1988, with three others, he started a project management and consultancy business and following the sale of the business in 1999, he moved to Aldeburgh in 2001. Now his interests lie not only with technology but also with our history and heritage. Tony, as well as being a trustee of the Museum of East Anglian Life, is the Chairman of Aldeburgh Museum Charitable Trust and the Aldeburgh and District Local History Society. He is also President of the Aldeburgh Society and the League of Friends of Aldeburgh Hospital.

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**TRUSTEES REPORT (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**Simon Dukes**

Originally from Norfolk and now living in Essex, Simon's professional background is in the public sector. He has held senior roles in a variety of risk-based specialisms including defence, security and policing. He has also had extensive experience in government communications and public affairs. He is currently Chief Negotiator for the annual contract for NHS services for all pharmacies in England. Prior to this Simon was the Chief Executive of Cifas, the UK's Fraud Prevention Service; and before that, Deputy Director of the Centre for the Protection of National Infrastructure with particular responsibility for cyber security. He sits on the museum's Development Board and its Health and Safety Committee.

**Mr Jon Pattle**

Jon studied at the University of Bristol and qualified as an architect in 1980. Following private practices in London and Sheffield, and a period with Sheffield City Council, Jon returned to Suffolk in the late 1980s to become a partner in Poole & Pattle, a new architectural practice based in Ipswich. He has extensive experience in projects of a wide variety of types and scales, with particular enthusiasm for conservation-related work and innovative design. Jon has volunteered at the museum for many years, and was made a Life Member in 2007. He has been very active in many local organisations, including Stowmarket's Civic Society, Stowmarket Town Forum, the Pickerel Project, Red Gables, and as advisor to Mid Suffolk Access Group.

**Councillor Mrs Linda Baxter**

Linda was elected to Stowmarket Town Council in 2015, and is the town's representative on the Board of Trustees. She was Mayor of Stowmarket from 2018-19. Linda has been a Community Mental Health Nurse for 28 years. She now works in the Phoenix Counselling Practice as the Practice Lead and as a counsellor. She also has a private practice in Ipswich. Linda has always had an interest and commitment to her local community and is involved in a variety of activities. She is passionate about environmental issues both locally and globally.

**Nigel Macpherson**

Nigel represents the Abbot's Hall Trust which holds the freehold of the museum site. He is a director of Zynergy, which builds, owns and operates solar power farms in India, manufactures solar panels and provides solar power services to industrial clients. He studied at Durham University, served in the Life Guards and had a long career in investment banking including Swiss Bank Corp, Merrill Lynch and Banque Paribas.

**Clare Barlow**

Clare is Curator Team Lead, Exhibitions at the Science Museum, London. Previously, she curated 'Being Human', a new permanent gallery that opened at Wellcome Collection in 2019, which explores trust, identity and health in a changing world. She was also curator of 'Queer British Art, 1863-1967' at Tate Britain, 2017, the first show on this topic. She has worked for a range of cultural organisations and has a long-standing interest in how museums can work to welcome the widest possible range of people as staff and visitors.

**Jon Brighton**

Jon has lived most of his life in Norfolk and Suffolk, and for the last 30 years in Stowmarket. He is a retired senior police officer working across the county and region. He has recently carried out work for the Home Office nationally and chaired a local housing association. He is currently chair of governors at Stowmarket High School. He is passionate in making Stowmarket a great place to live and work in, and believes the museum is a hidden gem for the town and county.

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**MUSEUM OF EAST ANGLIAN LIFE**  
**(A company limited by guarantee)**

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**TRUSTEES REPORT (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**Simon Hooton**

Simon's association with Suffolk goes back to the mid 1970s and he has lived in the county for over 35 years. His countryside management career – from hands-on experience to strategic thinking – has covered most East Anglian landscapes including the Brecks, Broads and coast. He's lectured and tutored for many bodies and his passion for environmental interpretation has included radio and TV. Very active in his community he has been town councillor, school governor, local wildlife group chair, fundraiser, project manager, pantomime dame and arts centre director.

**Melinda Appleby**

Melinda works as a writer/researcher specialising in creative connections to nature and place, following a career in sustainable land management. Melinda graduated in Rural Environmental Studies (Wye College) and became the first New Agricultural Landscapes Project Officer piloting farm conservation advisory work in Suffolk. She worked for both the NFU and RSPB and then as an independent consultant advising on Eat the View projects, Tastes of Beds and regional rural proofing policies. Melinda won Country Living's Best Writer Award and changed direction from environmental policy to focus on writing, exploring the nature and culture of land. She has served on the Boards of English Nature, Natural England, CPRE and the Consumer Council for Water. Melinda is on the Management Committee of Waveney & Blyth Arts with whom she develops art and landscape projects.

**Alex Butler-Zagni**

Alex was called to the bar (barrister) in 2002 and qualified as a solicitor in 2010. At that time, he was the NFU East Anglia Policy Adviser and, over his seven years at the NFU, he gained an excellent technical knowledge of agricultural policy, farming and the food chain.

Alex completed a master's degree in Law (LL.M) in 2005 and was admitted as a Fellow of the Agricultural Law Association in 2016. He has lived in Ixworth, in West Suffolk for over 13 years and works in Ipswich for Gotelee Solicitors, advising on a broad range of commercial and rural property transactions.

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**MUSEUM OF EAST ANGLIAN LIFE**  
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**TRUSTEES REPORT (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**RELATED PARTY**

The Company is related to its wholly-owned subsidiary company, Stowmarket Museum Trading Company Limited, which sells merchandise and services either directly or through franchises in order to enhance the financial position of the Museum. The results of the trading company are consolidated with those of the Museum in these financial statements.

**FIXED ASSETS**

The changes in fixed assets are shown in notes 13 and 14 to the financial statements. In accordance with the requirements of Financial Reporting Standard No. 102, the Museum has assumed a valuation as being the deemed cost of donated assets in relation to the heritage steam collections and the Justin Partyka collections of local prints.

**RELIANCE ON VOLUNTEERS**

The charity has a significant number of unpaid volunteers who assist in the day to day running of the Museum in addition to paid staff.

**MEMBERS OF THE COMPANY**

The Ordinary Members of the Company comprise the Directors and Trustees. There are also life Members and Honorary Members without voting rights.

**DIRECTORS' AND TRUSTEES' RESPONSIBILITIES STATEMENT**

The Charity Trustees (who are also the Directors of the charitable company) are responsible for preparing the Annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The Trustees are Responsible for preparing this report and must approve it.

Company law requires the Directors to prepare financial statements for each financial year. Under company law the Directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing these financial statements, the Directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable group will continue in operation.



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**MUSEUM OF EAST ANGLIAN LIFE**  
**(A company limited by guarantee)**

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**TRUSTEES REPORT (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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The Directors are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company and the group's transactions and disclose with reasonable accuracy at any time the financial position of the charitable group and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**PUBLIC BENEFIT**

The Trustees who are also the Directors of the charitable company have complied with the duty in section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charities Commission.

**DISCLOSURE OF INFORMATION TO AUDITORS**

Each of the persons who are Directors at the time when this Annual report is approved has confirmed that:

- so far as that the Directors are aware, there is no relevant audit information of which the charitable group's auditors are unaware, and
- that the Directors have taken all the steps that ought to have been taken as Directors in order to be aware of any information needed by the charitable group's auditors in connection with preparing their report and to establish that the charitable group's auditors are aware of that information

In preparing this report, the Directors have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Directors on 22 October 2021 and signed on their behalf by:

A. C. 

Ms A C Harrison  
Company Secretary

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**MUSEUM OF EAST ANGLIAN LIFE**  
**(A company limited by guarantee)**

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**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF**  
**MUSEUM OF EAST ANGLIAN LIFE**

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### **Opinion**

We have audited the financial statements of Museum of East Anglian Life (the "charitable company") for the year ended 31 March 2021 which comprise the consolidated statement of financial activity, the consolidated and company balance sheets, a consolidated statement of cash flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the group's and the parent charitable company's affairs as at 31 March 2021 and of the group's incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the entity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

### **Other information**

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

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**MUSEUM OF EAST ANGLIAN LIFE**  
**(A company limited by guarantee)**

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**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF**  
**MUSEUM OF EAST ANGLIAN LIFE**

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**Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report and chairman's statement, which includes the directors' report prepared for company law purposes, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report and chairman's statement has been prepared in accordance with applicable legal requirements.

**Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report and chairman's statement.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees' were not entitled to take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report

**Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement set out on pages 14 to 15, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

**Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

***Explanations as to what extent the audit was considered capable of detecting irregularities, including fraud***

- Key parts of the legal and regulatory framework applicable to the Charity are the Charities Act 2011, the Companies Act 2006 and the Financial Reporting Standard 102. The audit team gained an understanding of the legislation.

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**MUSEUM OF EAST ANGLIAN LIFE**  
**(A company limited by guarantee)**

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**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF  
MUSEUM OF EAST ANGLIAN LIFE**

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**Auditor's responsibilities for the audit of the financial statements**

- We understood how the charitable company is complying with those frameworks by considering the potential for override of those controls or other inappropriate influence over the financial reporting process, understanding the culture of honesty and ethical behaviour within the organisation, and observing whether a strong emphasis is placed on fraud prevention.
- We assessed the susceptibility of the charitable company's financial statements to material misstatement, by understanding which areas of the business present potential fraud risk, understanding where these risks could present themselves and subsequently identifying controls in place to prevent or detect and correct them.
- Based on the understanding gained, we designed audit procedures to identify non-compliance with laws and regulations. The procedures adopted included direct enquiries with those charged with governance, and specific analysis and testing of transactions and balances. The results of these procedures did not identify any such instance of irregularities or fraud.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>.  
This description forms part of our auditor's report.

**Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

GMSFC

Christopher Smith ACCA FCA (Senior statutory auditor) for and on behalf of  
GMS FC Limited  
Chartered Certified Accountants & Statutory Auditors  
1 London Road  
Ipswich  
Suffolk  
IP1 2HA

Date: 16/11/21

GMS FC Limited are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

**MUSEUM OF EAST ANGLIAN LIFE**  
(A company limited by guarantee)

**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES**  
(incorporating income and expenditure account)  
**FOR THE YEAR ENDED 31 MARCH 2021**

		<b>Unrestricted funds 2021</b>	<b>Restricted funds 2021</b>	<b>Total funds 2021</b>	<b>Unrestricted funds 2020</b>	<b>Restricted funds 2020</b>	<b>Total funds 2020</b>
	<b>Note</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>INCOME FROM :</b>							
Grants, Donations and Legacies	2	527,040	165,314	692,354	288,306	567,177	855,483
Other trading activities	3	44,703	-	44,703	131,951	-	131,951
Charitable activities	4	38,441	-	38,441	72,536	-	72,536
Investment income	5	51	-	51	383	-	383
Other income		20,995	-	20,995	12,375	-	12,375
<b>TOTAL INCOMING RESOURCES</b>		<b>631,230</b>	<b>165,314</b>	<b>796,544</b>	<b>505,551</b>	<b>567,177</b>	<b>1,072,728</b>
<b>EXPENDITURE ON :</b>							
Raising funds and other trading activities	6	39,033	-	39,033	73,491	-	73,491
Charitable activities	7	487,264	149,810	637,074	419,763	229,342	649,105
Other expenditure	8	6,068	-	6,068	10,118	-	10,118
<b>TOTAL RESOURCES EXPENDED</b>	11	<b>(532,365)</b>	<b>(149,810)</b>	<b>(682,175)</b>	<b>(503,372)</b>	<b>(229,342)</b>	<b>(732,714)</b>
<b>NET INCOME/(EXPENDITURE) FOR THE YEAR</b>		<b>98,865</b>	<b>15,504</b>	<b>114,369</b>	<b>2,179</b>	<b>337,835</b>	<b>340,014</b>
Transfers	20	(11,562)	11,562	-	26,906	(26,906)	-
<i>Total funds at 1 April 2020</i>		<i>282,111</i>	<i>2,668,040</i>	<i>2,950,151</i>	<i>253,026</i>	<i>2,357,111</i>	<i>2,610,137</i>
<b>TOTAL FUNDS AT 31 MARCH 2021</b>		<b>369,414</b>	<b>2,695,106</b>	<b>3,064,520</b>	<b>282,111</b>	<b>2,668,040</b>	<b>2,950,151</b>

The notes on pages 23 to 40 form part of these financial statements.

Earnings before interest and depreciation

<b>2021</b>
<b>£</b>
<b>209,287</b>

<b>2020</b>
<b>£</b>
<b>420,400</b>

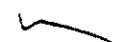
**MUSEUM OF EAST ANGLIAN LIFE**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 01819676**

**CONSOLIDATED BALANCE SHEET**  
**AS AT 31 MARCH 2021**

	Note	£	2021 £	£	2020 £
<b>FIXED ASSETS</b>					
Tangible assets	13		2,287,055		2,245,710
Heritage assets	14		765,440		761,819
			<u>3,052,495</u>		<u>3,007,529</u>
<b>CURRENT ASSETS</b>					
Stocks	16	5,763		5,416	
Debtors	17	48,059		66,329	
Cash at bank and in hand		234,128		164,343	
			<u>287,950</u>	<u>236,088</u>	
<b>CREDITORS:</b> amounts falling due within one year	18	(219,240)		(272,614)	
<b>NET CURRENT ASSETS/(LIABILITIES)</b>			<u>68,710</u>	<u>(36,526)</u>	
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>3,121,205</u>	<u>2,971,003</u>	
<b>CREDITORS:</b> amounts falling due after more than one year			-	-	
<b>CAPITAL GRANT RESERVE</b>	26	(56,685)		(20,852)	
<b>NET ASSETS</b>			<u>3,064,520</u>	<u>2,950,151</u>	
<b>CHARITY FUNDS</b>					
Restricted funds	20	2,695,106		2,668,040	
Unrestricted funds	20	369,414		282,111	
<b>TOTAL FUNDS</b>			<u>3,064,520</u>	<u>2,950,151</u>	

The financial statements have been prepared in accordance with the provisions applicable to small companies within Part 15 of the Companies Act 2006 and in accordance with the Charities Statement of Recommended Practice (SORP FRS 102).

The financial statements were approved by the directors on 22 October 2021 and signed on their behalf, by:

A. C. 

.....  
Ms A C Harrison

The notes on pages 23 to 40 form part of these financial statements.

**MUSEUM OF EAST ANGLIAN LIFE**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 01819676**

**COMPANY BALANCE SHEET**  
**AS AT 31 MARCH 2021**

	Note	£	2021 £	£	2020 £
<b>FIXED ASSETS</b>					
Tangible assets	13		2,286,581		2,245,531
Heritage assets	14		765,440		761,819
Investments	15		100		100
			<u>3,052,121</u>		<u>3,007,450</u>
<b>CURRENT ASSETS</b>					
Debtors	17	74,212		81,549	
Cash at bank and in hand		194,285		139,596	
			<u>268,497</u>	<u>221,145</u>	
<b>CREDITORS:</b> amounts falling due within one year	18	(200,608)		(258,480)	
<b>NET CURRENT ASSETS/(LIABILITIES)</b>			67,889		(37,335)
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>3,120,010</u>		<u>2,970,115</u>
<b>CREDITORS:</b> amounts falling due after more than one year			-		-
<b>CAPITAL GRANT RESERVE</b>	26	(56,685)		(20,852)	
<b>NET ASSETS</b>			<u>3,063,325</u>		<u>2,949,263</u>
<b>CHARITY FUNDS</b>					
Restricted funds	20	2,695,106		2,668,040	
Unrestricted funds	20	368,219		281,223	
<b>TOTAL FUNDS</b>			<u>3,063,325</u>		<u>2,949,263</u>

The financial statements have been prepared in accordance with the provisions applicable to small companies within Part 15 of the Companies Act 2006 and in accordance with the Charities Statement of Recommended Practice (SORP FRS 102).

The financial statements were approved by the directors on 22 October 2021 and signed on their behalf, by:

*S. A. Goddard*

Dr S A Goddard

The notes on pages 23 to 40 form part of these financial statements.

**MUSEUM OF EAST ANGLIAN LIFE**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 01819676**

**CONSOLIDATED STATEMENT OF CASH FLOWS**  
**AS AT 31 MARCH 2021**

	Note	2021 £	2020 £
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>			
Net cash provided by (used in) operating activities	Table 1	<u>161,292</u>	<u>479,249</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>			
Purchase of fixed assets		(139,883)	(487,350)
Capital grants received		48,325	25,972
Interest received		51	383
Net cash provided by (used in) investing activities		<u>(91,507)</u>	<u>(460,995)</u>
<b>CHANGE IN CASH AND CASH EQUIVALENTS</b>		<b>69,785</b>	<b>18,254</b>
<i>Cash and cash equivalents at 1 April 2020</i>		<b>164,343</b>	<b>146,089</b>
<b>CASH AND CASH EQUIVALENTS AT 31 MARCH 2021</b>		<u><b>234,128</b></u>	<u><b>164,343</b></u>

**TABLE 1**

<b>RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES</b>		
Net income/(expenditure) for reporting period as per statement of financial activities	<b>114,369</b>	<b>340,014</b>
Adjustments:		
Interest received	(51)	(383)
Donated assets	-	-
Depreciation	<b>94,918</b>	<b>80,386</b>
Capital grant released to statement of financial activity	(12,493)	(5,121)
(Increase)/Decrease in stock	(347)	(3,143)
(Increase)/Decrease in debtors	<b>18,270</b>	<b>62,614</b>
Increase/(Decrease) in creditors	<u>(53,374)</u>	<u>4,882</u>
<b>Net cash provided by (used in) operating activities</b>	<u><b>161,292</b></u>	<u><b>479,249</b></u>



**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**1. ACCOUNTING POLICIES**

**1.1 Basis of preparation of financial statements**

The financial statements have been prepared under the historical cost convention, and in accordance with the Charities Statement of Recommended Practice (SORP FRS102), applicable accounting standards and the Companies Act 2006. The Statement of financial activities (SOFA) and Balance sheet consolidate the financial statements of the company and its subsidiary undertaking. The results of the subsidiary are consolidated on a line by line basis. No separate SOFA has been presented for the company alone as permitted by section 408 of the Companies Act 2006 and Charity SORP FRS 102.

**1.2 Company status**

The company is a company limited by guarantee. The members of the company are the Directors named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

**1.3 Funds structure**

The charity operates restricted, designated and unrestricted funds.

**Restricted Funds**

These funds are restricted in their use because they relate to amounts which can be spent only on the specific projects and expenditure for which they are donated (see note 20 for further details). If a specific project requires further spending, at the Trustees' discretion, unrestricted funds may be transferred to fund the remaining expenditure. With the donor's permission funds may be transferred for another restricted or unrestricted purpose, should a surplus arise.

**Designated Funds**

These funds are unrestricted funds that are designated at the Trustees' discretion for specific purposes. This type of fund is disclosed as a designated fund in the balance sheet at the year end. If the Trustees decide not to proceed with the project for which it has designated funds, or if there are surplus funds after its completion, these can be reclassified as unrestricted funds.

**Unrestricted Funds**

These funds relate to all other funds available for the general furtherance of any of the charity's objectives.

**1.4 Incoming resources**

All incoming resources are included in the statement of financial activities when the charity is legally entitled to income and the amount can be quantified with reasonable accuracy. For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received.

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**MUSEUM OF EAST ANGLIAN LIFE**  
**(A company limited by guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**1. ACCOUNTING POLICIES (continued)**

**1.4 Incoming resources (continued)**

Donated services or facilities, which comprise donated services, are included in income at a valuation that is an estimate of the financial cost borne by the donor where such a cost is quantifiable and measurable. No income is recognised where there is no financial cost borne by a third party. No amounts are included in the financial statements for services donated by volunteers.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation. Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

**1.5 Resources expended**

Expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

**1.6 Exhibits**

Exhibits loaned to the museum are not capitalised nor have those donated in the past and they are excluded from the financial statements. The exception to this relates to the donation of the steam collection that is included in the balance sheet at insurers valuation that is regarded as the best estimate of initial recognition of the deemed cost to the donor. The current policy however is to capitalise significant assets in the balance sheet at deemed cost except in rare situations where there is insufficient information to arrive at a reasonable valuation or the cost of obtaining such information would exceed the benefit of obtaining the data. The amounts shown in the balance sheet for exhibits included in heritage assets represents the cost of items and artefacts purchased together with any restoration costs.

**1.7 Investments**

The investment in the subsidiary company is shown in the Museum's own balance sheet at cost.

**1.8 Tangible fixed assets and depreciation**

The charity only capitalises assets purchased or donated with an identifiable useful life in excess of one year. Depreciation is calculated to write off the cost of an asset, less its estimated residual value, over its useful economic life as follows:

Functional estate buildings	- 2% to 5% straight line
Plant and equipment	- 15% reducing balance
Computer equipment	- 3 years straight line

No depreciation is charged on exhibits and artefacts or certain buildings as in the opinion of the directors, depreciation is not considered appropriate on such assets. The capitalised expenditure on Abbot's Hall and the Crowe Street Cottages together with the replacement of special displays will be funded from the Development Fund.

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**1. ACCOUNTING POLICIES (continued)**

**1.9 Historic collections and heritage assets**

The Museum's collection comprises more than 40,000 items, almost all of which were obtained by donation. The care and preservation of these assets is managed by the Curator under the supervision of the Museum Director and in accordance with the criteria governing the museum's accreditation. From time to time items are considered to be no longer suitable for retention. No item is disposed of without the prior sanction of the Board of Directors. Where appropriate, items will be transferred to another museum which is considered to be better able to use them. The nature and provenance of the majority of items in the collection renders it impracticable to obtain or make a reliable valuation, and in consequence these items are omitted from inclusion in the financial statements. The museum possesses a collection of steam engines which is of particular historic and scientific value. These are identified in the Balance Sheet as Heritage Assets and are stated at valuation. The valuation was made internally utilising data derived from the company insurer. As a consequence of the programmed maintenance of these assets it is considered that they have indefinite lives and no depreciation is provided. The valuation is regarded as the deemed cost of the steam collection at initial recognition of these assets when they were donated.

**1.10 Taxation**

The company meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the company is exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

The trading subsidiary is subject to normal taxation rules.

**1.11 Pension costs**

The Company operates a defined contribution to a money purchase scheme. Eligible employees of the company are auto enrolled into the scheme and non-eligible and entitled employees are invited to opt into the scheme.

**1.12 Financial instruments**

The company has only 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.

**1.13 Stocks**

The company holds retail stock in the trading subsidiary. Stock is valued at the lower of cost or net realisable value after making due allowance for obsolete and slow moving stock.

**1.14 Going concern**

The charity has considered its going concern position for a period in excess of 12 months from the date of approval of the financial statements and the board of directors considers that there are no material uncertainties regarding going concern.

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**2. GRANTS DONATIONS AND LEGACIES**

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2020 £
Arts Council England	150,218	-	150,218	147,504	-	147,504
Suffolk County Council	102,510	-	102,510	100,000	-	100,000
Mid Suffolk District Council	20,000	-	20,000	20,000	-	20,000
Stowmarket Town Council	5,000	-	5,000	5,000	-	5,000
Abbott's Hall Trust	5,000	-	5,000	-	8,000	8,000
<i>Donations:</i>						
Other donations	16,435	2,040	18,475	12,545	1,980	14,525
<i>Grants:</i>						
Arts Council England (Covid support)	143,950	36,000	179,950	-	-	-
Mid Suffolk District Council Covid 19 grants	59,765	-	59,765	-	-	-
HMRC corona virus job retention scheme	24,162	-	24,162	-	-	-
Heritage Farm Project	-	-	-	-	372,254	372,254
Food Business Plan	-	1,553	1,553	-	50,000	50,000
Heritage Lottery Funding	-	18,876	18,876	-	-	-
Headley Trust and Esmee Fairbairn	-	34,624	34,624	-	51,933	51,933
NHS Partnership	-	18,876	18,876	-	27,058	27,058
Colchester and Ipswich Museum Services	-	26,025	26,025	-	42,346	42,346
Safer Suffolk	-	5,014	5,014	-	920	920
Watermill project	-	15,360	15,360	-	-	-
Other grants	-	6,946	6,946	3,257	12,686	15,943
<b>Total donated income &amp; grants</b>	<b>527,040</b>	<b>165,314</b>	<b>692,354</b>	<b>288,306</b>	<b>567,177</b>	<b>855,483</b>

**3. OTHER TRADING ACTIVITIES**

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2020 £
Fundraising income	8,041	-	8,041	55,968	-	55,968
Subsidiary trading income	36,662	-	36,662	75,983	-	75,983
	<b>44,703</b>	<b>-</b>	<b>44,703</b>	<b>131,951</b>	<b>-</b>	<b>131,951</b>

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**4. CHARITABLE ACTIVITIES**

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	<i>Total funds 2019 £</i>
Operation of the museum: Admission fees, etc.	38,441	-	38,441	72,536

**5. INVESTMENT INCOME**

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Bank interest receivable	51	-	51	383

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**6. EXPENDITURE ON OTHER TRADING ACTIVITIES**

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2020 £
Fundraising and trading expenses:						
Fundraising events	8,515	-	8,515	38,146	-	38,146
Commercial trading - direct costs	30,435	-	30,435	35,314	-	35,314
support costs	83	-	83	31	-	31
	<u>39,033</u>	<u>-</u>	<u>39,033</u>	<u>73,491</u>	<u>-</u>	<u>73,491</u>

**7. EXPENDITURE ON CHARITABLE ACTIVITY**  
**SUMMARY BY FUND TYPE**

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2020 £
Operation of the Museum	<u>487,264</u>	<u>149,810</u>	<u>637,074</u>	<u>419,763</u>	<u>229,342</u>	<u>649,105</u>

**SUMMARY BY EXPENDITURE TYPE**

	Staff costs 2021 £	Depreciation 2021 £	Other costs 2021 £	Total 2021 £	Staff costs 2020 £	Depreciation 2020 £	Other costs 2020 £	Total 2020 £
Direct costs	352,897	-	114,588	467,485	322,889	-	163,137	486,026
Support costs	-	94,835	74,754	169,589	-	80,355	82,724	163,079
Operation of the Museum	<u>352,897</u>	<u>94,835</u>	<u>189,342</u>	<u>637,074</u>	<u>322,889</u>	<u>80,355</u>	<u>245,861</u>	<u>649,105</u>

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**8. OTHER EXPENDITURE**

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
<b>Governance costs:</b>				
Auditors fees	3,500	-	3,500	6,250
	<u>3,500</u>	<u>-</u>	<u>3,500</u>	<u>6,250</u>
<b>Finance costs:</b>				
Bank charges	2,568	-	2,568	3,868
	<u>2,568</u>	<u>-</u>	<u>2,568</u>	<u>3,868</u>
<b>Total other expenditure</b>	<u>6,068</u>	<u>-</u>	<u>6,068</u>	<u>10,118</u>

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**9. DIRECT COSTS**

	Operation of the Museum £	Fund raising and trading £	Total 2021 £	Total 2020 £
Livestock costs	3,535	-	3,535	6,425
Rent, rates and water	6,071	-	6,071	8,048
Light and heat	18,883	-	18,883	22,921
Care of collections	6,159	-	6,159	5,004
Repairs and maintenance	19,930	-	19,930	19,145
Other projects	60,010	-	60,010	101,595
Fund raising expenditure	-	8,515	8,515	33,213
Purchases	-	30,435	30,435	35,314
Wages and salaries	352,897	-	352,897	327,821
	<b>467,485</b>	<b>38,950</b>	<b>506,435</b>	<b>559,486</b>

*Totals - 2020:*

<i>Operation of the Museum</i>	486,027	-	486,027
<i>Fund raising expenditure</i>	-	33,213	33,213
<i>Wages allocated to fund raising</i>	-	4,932	4,932
<i>Purchases</i>	-	35,314	35,314
	<b>486,027</b>	<b>73,459</b>	<b>559,486</b>

**10. SUPPORT COSTS**

	Operation of the Museum £	Commercial trading £	Total 2021 £	Total 2020 £
Cleaning	4,201	-	4,201	3,727
Insurance	20,356	-	20,356	20,037
Education	3,591	-	3,591	6,917
Marketing, stationery, web and IT costs	29,534	-	29,534	39,373
Sundry Expenses	17,073	-	17,073	12,668
Depreciation	94,835	83	94,918	80,386
	<b>169,590</b>	<b>83</b>	<b>169,673</b>	<b>163,108</b>

Support costs are all allocated to the operation of the Museum with the exception of depreciation of the fixed assets of the subsidiary that is charged to commercial trading activity.



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**11. NET INCOMING / (OUTGOING) RESOURCES**

This is stated after charging:

	2021	2020
	£	£
Operating lease payments	1,425	1,305
Depreciation of tangible fixed assets - owned by the charitable group	94,918	80,386
Auditors' remuneration - audit	3,500	3,500
- non audit services	2,500	2,750
	<u>          </u>	<u>          </u>

During the year, no Directors received any benefits in kind (2020 - £NIL).

**12. STAFF COSTS**

Staff costs were as follows:

	2021	2020
	£	£
Wages and salaries:		
Gross salaries	323,193	313,125
Social security costs	23,656	19,072
Employer pension costs	6,048	5,439
	<u>          </u>	<u>          </u>
	352,897	337,636
	<u>          </u>	<u>          </u>

The average monthly number of employees during the year was as follows:

	2021	2020
	No.	No.
Full time staff - management and administration		
Management and administration	3	3
Service and operational staff	9	9
Governance	1	1
	<u>          </u>	<u>          </u>
	13	13
Part time staff:		
Service and operational staff	8	8
	<u>          </u>	<u>          </u>
	21	21
	<u>          </u>	<u>          </u>

No employee received remuneration amounting to more than £60,000 in either year.

Key management are the unpaid board of directors and the following salaried staff members:

	2021	2020
	£	£
Museum Director	38,000	38,000
	<u>          </u>	<u>          </u>

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**13. TANGIBLE FIXED ASSETS**

	Estate and buildings (long lease) £	Plant and equipment £	Total £
<b>Group</b>			
Cost			
At 1 April 2020	2,480,574	279,498	2,760,072
Additions	11,691	123,461	135,152
Disposals			-
At 31 March 2021	<b>2,492,265</b>	<b>402,959</b>	<b>2,895,224</b>
Depreciation			
At 1 April 2020	339,649	174,713	514,362
Charge for the year	50,728	43,079	93,807
Depreciation on disposals			-
At 31 March 2021	<b>390,377</b>	<b>217,792</b>	<b>608,169</b>
Net book value			
At 31 March 2021	<b>2,101,888</b>	<b>185,167</b>	<b>2,287,055</b>
At 31 March 2020	2,140,925	104,785	2,245,710
<b>Company</b>	<b>£</b>	<b>£</b>	<b>£</b>
Cost			
At 1 April 2020	2,480,574	275,995	2,756,569
Additions	11,691	123,084	134,775
Disposals			-
At 31 March 2021	<b>2,492,265</b>	<b>399,079</b>	<b>2,891,344</b>
Depreciation			
At 1 April 2020	339,649	171,389	511,038
Charge for the year	50,728	42,997	93,725
Depreciation on disposals			-
At 31 March 2021	<b>390,377</b>	<b>214,386</b>	<b>604,763</b>
Net book value			
At 31 March 2021	<b>2,101,888</b>	<b>184,693</b>	<b>2,286,581</b>
At 31 March 2020	2,140,925	104,606	2,245,531

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**14. CHARITY HERITAGE ASSETS**

<b>Group and Company</b>	<b>Steam engines £</b>	<b>Exhibits artefacts £</b>	<b>Total £</b>
Cost			
At 1 April 2020	176,000	596,834	772,834
Additions	-	4,731	4,731
At 31 March 2021	<b>176,000</b>	<b>601,565</b>	<b>777,565</b>
Impairment			
At 1 April 2020	-	11,015	11,015
Charge for the year	-	1,110	1,110
At 31 March 2021	-	<b>12,125</b>	<b>12,125</b>
Net book value			
At 31 March 2021	<b>176,000</b>	<b>589,440</b>	<b>765,440</b>
At 31 March 2020	<b>176,000</b>	<b>585,819</b>	<b>761,819</b>

Exhibits include the cost of artefacts purchased and historical buildings re-erected. Many of the exhibits have been donated over several decades and it is difficult to value at point of donation in order to establish deemed cost. The cost therefore, substantially relates to the reconstruction of buildings and structures on site and to their refurbishment.

Exhibits are not depreciated but are subject to impairment reviews should the condition of assets indicate that it is appropriate to do so. The exception to this a purpose built display structure used to house the steam engine collection that is depreciated over its estimated useful economic life.

The steam engine collection is valued at insurance valuation that is used as an estimate of deemed cost at the point of recognition of the assets when the donation was made. During this financial year, the ownership of a further steam engine that was on loan was transferred to the Museum by order of the Secretary of State at a value provided.

The donated print collection of Justin Partyka used the catalogue price of prints as deemed cost at point of donation.

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**15. FIXED ASSET INVESTMENTS**

	Shares in group undertaking
Company	£
Cost	
At 1 April 2020 and 31 March 2021	<u>100</u>

Fixed asset investments are the company's holding in Stowmarket Museum Trading Company Ltd, a wholly owned subsidiary of the Museum of East Anglian Life.

The total income for the year amounted to £36,663 (2020 - £75,988) and expenditure amounted to £36,356 (2020 - £67,248) leaving a surplus of £307 (2020 - £8,740).

At 31st March 2021, the company's balance sheet showed net assets amounting to £988 (2020 - £988).

**16. STOCK**

	<u>Group</u>		<u>Company</u>	
	2021	2020	2021	2020
	£	£	£	£
Retail stock	<u>5,763</u>	<u>5,416</u>	<u>-</u>	<u>-</u>

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**17. DEBTORS**

	<b>Group</b>		<b>Company</b>	
	<b>2021</b>	<b>2020</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Trade debtors	<b>12,918</b>	<b>4,517</b>	<b>1,092</b>	<b>385</b>
Amounts owed by group undertakings	<b>-</b>	<b>-</b>	<b>36,222</b>	<b>19,002</b>
Other debtors	<b>33,433</b>	<b>60,180</b>	<b>35,190</b>	<b>60,530</b>
Prepayments and accrued income	<b>1,708</b>	<b>1,632</b>	<b>1,708</b>	<b>1,632</b>
	<b>48,059</b>	<b>66,329</b>	<b>74,212</b>	<b>81,549</b>

**18. CREDITORS:**  
**Amounts falling due within one year**

	<b>Group</b>		<b>Company</b>	
	<b>2021</b>	<b>2020</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Trade creditors	<b>70,971</b>	<b>68,663</b>	<b>68,795</b>	<b>68,565</b>
Taxation and social security	<b>5,286</b>	<b>5,219</b>	<b>5,286</b>	<b>5,219</b>
Deferred income (note 19)	<b>135,816</b>	<b>185,171</b>	<b>120,359</b>	<b>171,636</b>
Accruals and other creditors	<b>7,167</b>	<b>13,561</b>	<b>6,168</b>	<b>13,060</b>
	<b>219,240</b>	<b>272,614</b>	<b>200,608</b>	<b>258,480</b>

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**19. DEFERRED INCOME**

	<b>Group</b>		
	<b>Released in 2021</b>	<b>Deferred 2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Local Authority (core funder forward funding)	<b>102,510</b>	<b>-</b>	<b>102,510</b>
Project time period funding	<b>63,127</b>	<b>120,359</b>	<b>69,326</b>
Project performance related funding		<b>15,457</b>	<b>13,335</b>
<b>(Note 18)</b>	<b>165,637</b>	<b>135,816</b>	<b>185,171</b>
	<b>Company</b>		
	<b>Released in 2021</b>	<b>Deferred 2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Local Authority (core funder forward funding)	<b>102,510</b>	<b>-</b>	<b>102,510</b>
Project time period funding	<b>63,127</b>	<b>120,359</b>	<b>69,126</b>
Project performance related funding	<b>-</b>	<b>-</b>	<b>-</b>
<b>(Note 18)</b>	<b>165,637</b>	<b>120,359</b>	<b>171,636</b>

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**20. STATEMENT OF FUNDS**

	Brought Forward £	Incoming resources £	Resources Expended £	Transfers in/out £	Carried Forward £
<b>Unrestricted funds</b>					
General funds	282,111	631,230	(532,365)	(11,562)	369,414
	<u>282,111</u>	<u>631,230</u>	<u>(532,365)</u>	<u>(11,562)</u>	<u>369,414</u>
<b>Restricted funds</b>					
Premises development fund	1,893,273	-	(14,770)		1,878,503
Heritage Farm project	505,727	1,290	(37,332)		469,685
Steam engine collection	176,000	-	-		176,000
Mortlock Building	8,985	-	(1,110)		7,875
Specialist food museum business plan	-	1,553	(7,641)	6,088	-
Windpump restoration fund	2,534	-	-		2,534
Steam engine resoration	15,633	-	-		15,633
Headley Trust and Esmee Fairbairn	33,580	34,624	(34,278)		33,926
NHS Partnership	-	18,876	-		18,876
Colchester and Ipswich Museum Services - Skills for the Future	2,221	26,025	(24,381)		3,865
Safer Suffolk L D Rope Trust)	3,572	5,014	(13)		8,573
Watermill project	-	16,110	(15,360)		750
Arts Council project funding	-	36,000	(14,805)	5,474	26,669
Heritage Lottery emergency funding	-	18,876	-		18,876
Art Fund	-	5,994	(120)		5,874
Other working projects ●	26,515	952	-		27,467
Total of restricted funds	<u>2,668,040</u>	<u>165,314</u>	<u>(149,810)</u>	<u>11,562</u>	<u>2,695,106</u>
<b>Total of all funds</b>	<u><u>2,950,151</u></u>	<u><u>796,544</u></u>	<u><u>(682,175)</u></u>	<u><u>-</u></u>	<u><u>3,064,520</u></u>

(● & ●● - see notes on page 38)

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**NOTES TO THE FINANCIAL STATEMENTS**  
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**20. STATEMENT OF FUNDS CONTINUED**

**NOTES TO STATEMENT OF FUNDS (PAGE 37)**

- Other working projects include the following projects -  
Happy Museum  
Polythene tunnel funding  
Higher level stewardship  
Suffolk County Council creative heritage
- • Transfers have been made as follows:  
Reallocating depreciation charges related to assets that are held in specific funds  
Transferring funds that have now had the conditions of their restriction fulfilled due to related expenditure being charged to general unrestricted fund



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**21. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b><i>Unrestricted</i></b>	<b><i>Restricted</i></b>	<b><i>Total</i></b>
	<b>funds</b>	<b>funds</b>	<b>funds</b>	<b><i>funds</i></b>	<b><i>funds</i></b>	<b><i>funds</i></b>
	<b>2021</b>	<b>2021</b>	<b>2021</b>	<b>2021</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Tangible fixed assets	156,549	2,130,506	2,287,055	155,952	2,089,758	2,245,710
Heritage assets	274,942	490,498	765,440	274,941	486,878	761,819
Current assets	56,685	231,265	287,950	75,557	160,531	236,088
Creditors due within one year	(102,881)	(116,359)	(219,240)	(203,487)	(69,127)	(272,614)
Capital grant reserve	(15,881)	(40,804)	(56,685)	(20,852)	-	(20,852)
	<u>369,414</u>	<u>2,695,106</u>	<u>3,064,520</u>	<u>282,111</u>	<u>2,668,040</u>	<u>2,950,151</u>

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**MUSEUM OF EAST ANGLIAN LIFE**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 01819676**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**22. RELATED PARTY TRANSACTIONS**

The charity received a general donation of £10,000 from close family members of one of the board members of the charity. There are no conditions attached to this donation.

**23. COMPANY STATUS**

The Museum of East Anglian Life is a company limited by guarantee and is incorporated in England and Wales. Each Member is responsible for the company's liabilities in the event of it being wound up, to a maximum of £1.

The Ordinary Members comprise the Board of Directors.

**24. OPERATING LEASE COMMITMENTS**

The following total operating lease payments are committed to be paid:

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Expiring:		
Between one and five years	<b><u>1,425</u></b>	<b><u>1,305</u></b>

**25. CAPITAL COMMITMENTS**

The charity had no other commitments to expenditure as at 31 March 2021.

**26. CAPITAL GRANT RESERVE**

The charity was in receipt of grants during the year to fund capital expenditure. Funds are released to the statement of financial activity as the assets are depreciated. The resulting balance on the grant reserve account at 31 March 2021 was:

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Balance brought forward	<b>20,852</b>	-
Grants received in the year	<b>48,326</b>	25,973
Amount released in the year	<b>(12,493)</b>	(5,121)
Balance carried forward	<b><u>56,685</u></b>	<b><u>20,852</u></b>