

Waterworks Museum – Hereford
Company Number No: 01820495
Registered Charity No: 515866

WATERWORKS MUSEUM - HEREFORD
(A Company Limited by Guarantee not having a share capital)

REPORT OF THE TRUSTEES AND
UNAUDITED ACCOUNTS FOR THE
FINANCIAL YEAR ENDED 31 DECEMBER 2024

The date of this document is Tuesday 08 July 2025

FRIDAY



AE90PRWI

A17

15/08/2025

#141

COMPANIES HOUSE

Page 1 of 17

Waterworks Museum – Hereford
Company Number No: 01820495
Registered Charity No: 515866

Contents

	Pages
Title Page	1
Contents	2
A. Trustees Annual Report for Financial Year Ended 31 December 2024	3
Introduction	
Chair & Director's Annual Report: 2024 - A Milestone Year	
How the Museum is Governed and Operated	
Regulation, Compliance & Risk Management	
Collection and Archives	
Statement of Trustees' Responsibilities	9
B. Financial Report & Accounts for Year Ended 31 December 2024	10
Independent Examiner's Report	11
Statement of Financial Activities - Income and Expenditure Account	
Balance Sheet	13
Notes to the Unaudited Accounts	

A. Trustees Annual Report for Financial Year Ended 31 December 2024

Introduction

The Trustees of the Waterworks Museum - Hereford, five of whom are also Directors for the purposes of the Companies Act 2006, present their annual report with the accounts of the charity for the financial year ended 31 December 2024.

The Trustees have adopted the provisions of the 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).

Waterworks Museum - Hereford is a company limited by guarantee (number 01820495) and a registered charity (number 515866). The registered office is Broomy Hill, Hereford HR4 0LJ.

Established in 1974, the charity is operated as an independent working museum and industrial archaeology preservation society concerned primarily, but not exclusively, with the story of the supply of water for public consumption from the mid-Victorian era to the close of the 20th century. Based in a Grade II* listed building, the Museum is home to the UK's oldest in-situ working triple expansion steam engine and it has one of the widest ranges of working pumping engines in the UK. These are interpreted by a combination of displays, historic artefacts and ephemera related to potable water.

Chair & Director's Report: 2024 – A Milestone Year

2024 saw the museum celebrate its 50th anniversary year. Highlights included two special events held in May and August with the Right Worshipful, The Mayor of Hereford, Councillor Kevin Tillet attending and in the autumn, the newly refurbished WWII display in the Rotherwas Building was opened. The May event re-dedicated the pumping station with its six bays and provided a moment for all volunteers and supporters to consider the importance of the role they play and reflect on volunteers who have similarly supported the museum in days gone by. This provided a great opportunity for the museum community to come together to talk about past events and future plans. During the day, the Sissons Engine Set was opened by the past Chair, Richard Curtis on behalf of the donor Peter Curtis. The sun shone in August when the opening of the Brockhampton Pump display took place. In both displays, not only have the engines been carefully restored and brought back into working order but the whole display, from ground work to roof, has been designed and prepared by volunteers - such is the skill set and teamwork of volunteers here at the museum.

The WWII display has been refreshed by the creative imagination and effort of one volunteer, Carole and a small team of other volunteers. This exhibit provides an insight into a WWII evacuee bedroom as well as a kitchen/scullery area displaying period equipment and food brands. Many of the items have been donated by volunteers searching attics and cupboards alike and providing a wonderful authentic feel to the exhibit. Opened officially in October, 'Captain Mainwaring' gave orders for visitors and volunteers to '*step forward*' and see for themselves the two rooms. The Rotherwas Building will continue to highlight the Home Front of Herefordshire and with the Blackstone Engine and the focus on the Munitions Factory at Rotherwas, this exhibit has set the standard for future displays.

During the year two editions of the museum publication 'Waterwords' provided members and the public with a roundup of news, information and key events from this celebratory year and we were delighted that in September, the renowned *Vintage Spirit* magazine for steam and industrial heritage enthusiasts provided an excellent eight page article entitled 'Hereford's Victorian Treasure', in celebration of our 50 year history.

Waterworks Museum – Hereford
Company Number No: 01820495
Registered Charity No: 515866

Earlier in the New Year, a major electrical fault that affected the whole of the Victorian building was discovered. This led to the engagement of an electrical contractor to undertake upgrades to the system. A small team of volunteer engineers laid the labour intensive cabling that was needed and they worked in cooperation with the external contractor who ensured appropriate compliance standards were met. Both the voltage was increased and trips were added to help meet the future needs of the building. The task was no easy feat!

Unfortunately, the impact of this work affected the re-opening of the museum steam days which were postponed until May. The public were able to visit the museum but with reduced admission prices to reflect that some parts were not accessible. However, to help mitigate the potential financial impact the season was extended with steam days continuing into September and October.

On a brighter note, in the spring, the museum was invited to become a video case study. The aim was to encourage organisations to become accredited museums by highlighting the way we approached the Arts Council England (ACE) accreditation process. This was placed on the ACE website for others to view in the summer.

The resolution of a long standing issue took place on 30 October. Herefordshire Council removed the road roller and its associated living van from the museum site and the museum subsequently received reimbursement of the costs of parts during the 5 years that volunteers carried out work on the road roller. It is good that the road roller has at last found a new home and for us, the matter has finally been drawn to a close.

The year also saw further access improvements being made. Paving slabs were laid by volunteers to create a more even surface when walking between the newly opened Brockhampton Pump and Sisson Engine Set display areas. Also, visitors can now circulate around the site from the Southall Gallery as an exterior ramp has been installed and previously where steps had to be negotiated from bay 5 into bay 6 there is now an interior ramp providing improved accessibility between the Beam Engine and the Triple Expansion Steam Engine exhibits.

2024 is no different to years gone by, in that volunteers who are prepared to share their skills and work together are always needed to enable the museum to operate and grow. We have been fortunate to have a number of new volunteers join with a range of skills and attributes from IT, social media, accounting, cafe and engineering all supporting the vision of the museum.

This vision, set out in the 2022-2025 Forward Plan, highlights the need to be adaptable and flexible to the ever changing nature of the museum sector collectively as well as the expectations and needs of visitors individually. Keeping the balance between addressing volunteer capacity, having financial stability and gaining exciting new developments at the museum are inextricably bound together in the planning process and budgeted projects will be a feature of the 2025-2028 Forward Plan.

Financial sustainability is a constant topic for Trustees at each meeting. For example, during 2024 a number of funding streams have been considered and applications submitted such as one for improvements to our digital resources '*From Steam to Screen*' with Arts Council England (ACE) and another with ACE Museum Estate and Development Fund for chimney repairs. We were not successful with these applications and recognise that in the current climate, funding is limited and the competition high.

Waterworks Museum – Hereford
Company Number No: 01820495
Registered Charity No: 515866

More success has been seen with our applications for biodiversity projects, a community grant from Dŵr Cymru Welsh Water for laptop and IT equipment and a grant for a digital donation point. Although they may seem small steps, each one supports the operational change needed for the museum to continue to thrive. The museum will learn from these experiences and continue to fight for much needed funding.

In 2024 the financial position of the museum became stronger but in line with the museum sector, admission numbers were lower than 2020 and the museum remains vulnerable to increased costs. Directors have been careful to ensure spending is monitored and reviewed each month. Changes to admission prices, a new membership option introduced and wider encouragement for community pre group bookings are ways the museum has increased its operational revenue. Tracking the unit spend of visitors in the cafe and the shop is proving an essential tool within budget planning.

Directors were delighted with the outcome of a meeting with our benefactor SR & PH Southall Trust. Discussion focused on establishing a longer-term investment plan for the museum. To this end, the museum applied and received the maximum grant of £5k from Museum Development Midlands (MDM) to secure the appointment of a financial services specialist and for legal advice. Trustees appointed a financial services specialist in December 2024 which will enable these discussions to be progressed in 2025.

In the autumn, directors and volunteers planned the 2025 calendar. Group bookings are high and we are seeing groups wishing to return and pre booking in advance. Our partner links with engineering enthusiast groups as well as local Art & Cultural Groups and specialist coach tours that focus on accessibility are continuing to grow. The Dŵr Cymru Welsh Water education package continues to be fully booked and well utilised by primary schools, with over 350 pupils and an average of 29 pupils each Tuesday during term time. We continue our dialogue with post 16 colleges, New Model Institute for Technology and Engineering (NMITE), home school communities and with the National Association Blacksmith Artists.

Looking ahead, 2025 will see renewed enthusiasm as the Trustees consider the next 2025-2028 Forward Plan. It is a great way of encouraging the whole museum community to participate in outlining the next phase of the museum in a coherent and structured way. Searching questions will be asked about what the museum needs to do to be a success over the following 3 year plan as well as what they would like the museum to look like many years into the future as in a time of ongoing change, financial restraints and challenges it is important to secure a clear direction for the museum.

Looking back can also help shape the way forward, our industrial heritage provides real examples of how innovation and technology has shaped our past using expertise, problem solving skills and considered risk taking. Real examples from the water industry can give enthusiasts and engineers alike the tools and confidence to undertake some unique opportunities in the future to work with and keep the museum's engines and pumps of the past alive and relevant in today's and tomorrow's world.

Finally, on behalf of all members, I wish to say 'thank you' and show my gratitude to our two benefactors that have continued to support the museum throughout the past 50 years and are continuing to support the museum in the future. Without their funding the museum would not have reached this significant milestone.

There is much to celebrate beyond our 50th year and I would like to encourage all members to come along with family and friends, meet our volunteers and see the wonderful range of engines, pumps and artefacts on site. I look forward to seeing you soon!

Waterworks Museum – Hereford
Company Number No: 01820495
Registered Charity No: 515866

How the Museum is Governed and Operated

The museum's charitable purpose is:

"to encourage and promote public education and interest in the preservation, display and running for the public benefit waterworks engines, pumps, boilers and other equipment and relics of historical or general and for other charitable purposes connected with the study of water supply undertaking"

Our vision is to thrive and grow as a specialist museum, focused on the history of water supplies for public benefit, and be a prominent Herefordshire visitor attraction. The Museum aspires to bring the industrial heritage to life through the working engines, pumps, boilers and other artefacts it looks after. We will achieve our vision by being recognised as:

1. A working museum wholly governed, managed and operated by volunteers.
2. Custodians of an interesting and informative collection of engines and artefacts sited in Hereford's Grade II* listed authentic Victorian waterworks.
3. A valued resource that can support learning and education (physically & remotely).

We will drive our vision forward by following our VALUES:

- A. Safe, friendly & welcoming environment for visitors, volunteers & users of the Museum, its collection and facilities
- B. Trusted and valued to manage the Museum effectively by our volunteers, members, benefactors & partners
- C. Stronger Together playing an active role in the communities we operate in.

The Museum's collections are used in an education programme, mainly, but not exclusively, for primary school children, using curriculum-led materials designed and delivered by experienced teachers from the educational sector. Tours of the Museum are available, led by knowledgeable volunteers and the Museum prides itself in offering an enjoyable experience to visitors including those who may need some form of assistance.

The museum has no paid staff and is wholly governed, managed and operated by Volunteers. The governing body is the Council of Management, the members of which are charity trustees. The Council of Management is appointed by and is accountable to the members of the museum, of which there are currently around 120. The position of Trustee is a non-remunerated role, although out of pocket expenses are reimbursed at cost.

The day-to-day management of the museum is delegated to a smaller group of Trustees who are elected annually to serve as Directors, and who collectively oversee the activities of the museum's volunteers. For awareness, Jill Phillips was appointed Chair of Trustees and Governance Director on 16 May 2022. Also, the museum continues to have a volunteer Health & Safety Officer and the designated Safeguarding Lead is the Governance Director..

The Directors at the date of this report are:

- | | |
|------------------|---|
| • Jill Phillips | Chair of Trustees and Governance Director |
| • Mike Harries | Financial Director and Honorary Treasurer |
| • Mike Glover | Chief Engineer |
| • Fred Snelgrove | Collections Co-Manager |
| • Diane Cammidge | Collections Co-Manager |

Four of the above Directors served throughout the financial year ended 31 December 2024 and one Director (Diane Cammidge) was appointed in July 2024. There are currently 18 Trustees at the date of this report; five Directors shown above and the other 13 Museum Trustees are: Paul Allen; Neil Atkins; Shane Ball; Kevin Burrows; Adrian Eyre; Carole Franklin; Peter Heaton; Michelle Impanni; Liam Kirkham; Keith Munn; Graham Prosser; Chris Santry and Neil Turner.

Waterworks Museum – Hereford
Company Number No: 01820495
Registered Charity No: 515866

In 2024, the following changes took place:

- Mike Aitkin, Stan Lawler & Richard Glasspoole resigned as a Trustee in March 2024, July 2024 & November 2024 respectively
- Neil Turner, Chris Santry & Shane Ball became Trustees on 24 September 2024, 7 January 2025 and 13 May 2025 respectively.
- Neil Atkins resigned as a Director on 9 July 2024 and Diane Cammidge was appointed as a Director & Collections Co-Manager on 9 July 2024.

For awareness, Richard Curtis resigned as Company Secretary on 11 February 2025.

The Trustees made the following annual appointments, which were renewed for the financial year January to December 2024:

- **Accreditation Mentor:** Katherine Andrew;
59 The Common, Abberley, Worcestershire WR6 6AY
- **Independent Examiner:** Edward Richards, Thorne & Co;
1 St Mary's Street, Ross-on-Wye, Herefordshire HR9 5HT
- **Bankers:** HSBC Bank plc, 35 High Town, Hereford HR1 2AQ
- **Solicitors:** Lambe Corner, 36/37 Bridge Street, Hereford HR4 9DJ

The Council of Management met on four occasions in 2024: 12 March, 14 May, 24 September and 13 December. The Annual General Meeting was held on 9 July 2024.

Regulation, Compliance & Risk Management

AGM: This year's Annual General Meeting (AGM) has been convened for 8 July 2025. All resolutions at this meeting will be matters of routine business, that is to approve the year ending 31 December 2024 Trustees Report and Accounts and resolutions for the annual re-appointment of each Trustee, the Accreditation Mentor and Independent Examiner. For awareness, the resolutions passed at the previous AGM, held at the Museum on 9 July 2024 were all items of routine business (as described above).

Forward Plan: The strategic and operational direction of the museum is managed using a 3 year Forward Plan. The 2022-2025 Forward Plan was approved by the Trustees on 22 September 2022. It is reviewed by Directors regularly with updates presented to, or available at, the Trustee meeting each second quarter in the year. The Chair's annual report provides an update on the continuing challenges and pressures facing volunteers at the museum. 2025 will see the transition from the current plan into a new 3 year Forward Plan for 2025-2028 so a clear direction is set for the future. This offers an opportune time to reflect and review the Museum's operations, its future developments (short & longer term) and the aspirations of volunteers, members, and the wider museum community.

Accreditation: The museum completed the Arts Council England re-accreditation process in November 2023 and gained Full Accreditation status. Giving confidence that the Museum is well managed and governed effectively. In 2024 an action plan to deal with the one recommendation from the re-accreditation process concerning improvements to the Emergency Handbook is on track to achieve the desired outcome.

Health & Safety: There were no reported safety incidents in the year ending 31 December 2024 although a major electrical fault was identified and remedial work was undertaken.

Data Protection: The museum continues to meet its data protection/privacy requirements and continues to strengthen its governance to ensure safe keeping of museum records.

Policy Update: Museum policies are reviewed & approved by Trustees as a rolling programme & in line governance review schedule. The Volunteer Handbook & Volunteer Agreement have been updated in 2024 & Directors approved a new Risk Management Policy in December 2024. To help it operate better in the digital world, a new **Social Media Policy** and a **Cyber Security Policy** were approved by the Trustees in March 2025.

Waterworks Museum – Hereford
Company Number No: 01820495
Registered Charity No: 515866

Training: Volunteers are kept up to date with ongoing matters via regular, normally monthly, face to face briefings. Volunteer training continues on matters such as Health & Safety (e.g. ladder safety & working from heights) and Safeguarding. Four volunteers have current First Response Certificates for medical emergencies and two Trustees have a First Aid Certificate. Volunteers, Directors & Trustees have benefitted from on-line external training courses organised/funded through Museum Development Midlands (MDM) on subjects such as Governance, Finance & Fundraising, IT and Marketing.

External Links: In 2024, the Chair of Trustees was appointed onto the MDM Oversight Board which has oversight of Arts Council England funding and who provide advice on how MDM meets the needs of the Midlands museum sector. The board has nine members made up of MDM staff and representatives from different types of museums across the region.

Risk Management: Below are the main business as usual risks, managed by the Council of Management and are typical of a small, independently funded & wholly volunteer run charity:

- sustainability of resources available to the Museum, both financial (operational budget & grant funding for projects) and non-financial (succession, time, capacity, skills & experience of Volunteers, Trustees & Directors)
- health, safety, and wellbeing of all who visit the museum including volunteers, the general public especially relating to safeguarding of children/vulnerable adults, users of the Museum's services, contractors, traders and exhibitors.
- need to keep up to date with changing UK laws, regulations & standards of good practice expected of an accredited museum

Some developments in known areas of risk for the museum are summarised below:

Accessibility: Following an Access Audit in May 2023 an Action Plan was carried out in 2024 to help mitigate the risks & issues identified, resulting in improvements for accessibility across Digital, Environmental, Social and Physical access needs of visitors and volunteers.

Café: To manage its food safety arrangements better, in last quarter of 2024 the museum started to use 'Safer Food Better Business for Caterers' documentation to ensure compliance with food hygiene laws and its legal requirements to put in place, implement & maintain food safety procedures. It felt improvements using an externally recognised system would improve consistency and benefit the museum long term. In November 2024, the museum was graded 'low risk' by Herefordshire Council Environmental Health following a desk top food hygiene assessment as part of a three yearly renewal process. Also, updated Café Procedures approved by Directors on 10 December 2024 have strengthened the recording & monitoring of Cafe processes. Café volunteers have up to date Level 2 Food Safety & Hygiene for Catering Certificates which are renewed three yearly.

The Trustees remain constantly aware of the challenge of managing its risks without the support of paid and professionally qualified museum staff.

Collection & Archives

The Museum collection in 2024 grew by 188 items, represented by 117 catalogue entries. During 2024, and 25 years after they arrived in Hereford, three items which were on long term loan from Amgueddfa Cymru (previously the National Museum of Wales), the Simpson beam engine, overshot waterwheel and Wilson Hartnell Dynamo are now in permanent ownership of the museum. Cared and maintained by volunteers since their installation, these artefacts will continue as integral exhibits for visitors to enjoy.

Waterworks Museum – Hereford
Company Number No: 01820495
Registered Charity No: 515866

Other key donations during the year included a contract dated 5 February 1895 between Worth Mackenzie & Co Ltd and the Mayor of Hereford relating to the Triple Expansion Steam Engine and a contract dated 17 September 1901 between Mather & Platt Ltd and the Mayor of Hereford for Three Reeves Patent Compound Filters at the Waterworks in Hereford. The 1895 contract was used in a display during the 50th Anniversary events held in 2024.

The museum was delighted to receive a donation of 10 Stirling Engine models, all made by the same person and donated by his family which include a Rider-Stirling Engine (No.25); Robinson pattern Stirling Engine (No.34) & a Rotative Manson cycle Engine (No.67).

In 2024, the museum enjoyed the official opening of the Brockhampton Pump Display and the Sissons Engine Set with various drawings related to engines made by W Sisson & Co Ltd from the late 1940's to late 1950's donated. The collection has been further enhanced and made more accessible by the refreshed World War II display using existing/new artefacts and highlighting the Herefordshire Home Front focused on the Rotherwas Munitions Factory.

Also in 2024 a project in the historic 'Old Workshop' is substantially complete involving nearly 600 tools & other artefacts being photographed and linked to a detailed record to support the catalogue listing and future stock take activity. A regular volunteer is now looking after this display allowing the 'Old Workshop' to be opened up to visitors once more.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees are responsible for preparing an annual report and the accounts in accordance with: (i) applicable charity law, and (ii) the provisions of the 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).

Company law requires the Trustees to prepare accounts for each financial year that give a true and fair view of the state of affairs of the company and of the surplus or deficit of the charitable company for that year. In preparing those accounts, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Make judgements and estimates that are reasonable and prudent
- Prepare the accounts on the 'going concern' basis, unless it is inappropriate to presume that the company will continue in business.

The Trustees have overall responsibility for maintaining accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The foregoing report has been prepared in accordance with the small company regime (Section 419(2) of the Companies Act 2006).

The trustees declare that they have approved the trustees' report.

Signed on behalf of the Charities Trustees by:

Jill Phillips
Chair of Trustees and Governance Director
Waterworks Museum - Hereford
17 June 2025



B. FINANCIAL REPORT FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2024

This Report covers the 12-month financial period ended 31st December 2024. The Accounts presented in this Report comply with the requirements of the Companies Act 2006 and the Charity Commission. Following the practice of previous years, the narrative that follows refers mainly to the Income and Expenditure account. This distinguishes everyday Operations and Maintenance activities from those devoted to specific Projects.

The Museum had intended to run a full programme throughout the year, but the discovery of a major electrical supply fault during winter maintenance meant we had to delay reopening fully to the public, and were only able to be in steam from May. This resulted in lower admissions income and unanticipated expenditure on an electrical contractor. Material and supply costs continued to increase, but through careful procurement and improved processes, our administration overheads decreased by around 20%.

Operations: Despite the impact of our deferred full opening on visitor numbers, the café spend per head continued to increase, meaning refreshments income was only marginally down on the previous year. The Museum was also the beneficiary of an increased number of private donations.


Projects: Projects fall into two categories, either 'Designated' or 'Restricted'. These are carefully distinguished in the accounts to meet Charity Commission requirements, but for reporting to Museum Members they are combined under the 'Projects' heading. Designated Projects use money allocated from Museum funds at the discretion of the Directors and/or Trustees who monitor each project carefully. Restricted Projects draw on money given by an outside body for a specific purpose, being ring-fenced and used strictly in accordance with the terms of the grant.

Ignoring non-cash items (depreciation and stock movements), just over 17% of expenditure was project based – a significant increase from 2023's 10%, but still lower than historically.

Designated Projects: Two 'Designated' projects were worked on during the year. Our renewal of the World War II display was part-funded by a generous donation from one of our volunteer members. The Southall Trust increased their funding allocation for projects which contributed to completion of the Brockhampton pump set display, opened in August.

Restricted Projects: Heritage Compass gave a grant to purchase a contactless donation point, which itself contributed to the increased donations income. A fund was created to manage the electrical repair work, and attracted some specific donations from the public. 2023's Environment fund award from DCWW paid for further landscaping and environmental improvements, including a habitat survey; the residue will be drawn on in 2025.

Conclusion: Despite our reduced admissions, other income streams were strong and, other than the unforeseen electrical remediation, project work focussed on effective use of volunteers' time in preference to capital expenditure and external contractors. We were therefore able to make a healthy operating profit to roll forward to next year. None of this would be possible without the essential support given by the Museum's Benefactors, Members, Volunteers, and friends, as provided over the course of this last year.


Mike Harries
Financial Director and Honorary Treasurer
Waterworks Museum - Hereford
17 June 2025

Waterworks Museum – Hereford
Company Number No: 01820495
Registered Charity No: 515866

Independent Examiner's Report

To the Directors of Waterworks Museum – Hereford

Unaudited accounts for the financial year ended 31 December 2024

I report on the accounts of the charitable company for the **financial year ended 31 December 2024**, which comprise the Statement of Financial Activities, the Balance Sheet and the related notes.

Respective responsibilities of Trustees and Independent Examiner

The charity's Trustees (some of whom are also the Directors for the purposes of company law) are responsible for the preparation of the accounts. 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 required.

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
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to 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 seeking 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 statements below.

Independent Examiners' statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that, in any material respect, the requirements
 - to keep accounting records in accordance with s386 and 387 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the 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) have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Edward Richards
Thorne & Co., Chartered Certified Accountants
1 St. Mary's Street, Ross-on-Wye. HR9 5HT
12th June 2025

Waterworks Museum – Hereford
Company Number No: 01820495
Registered Charity No: 515866

Waterworks Museum - Hereford
Statement of Financial Activities
(Income and Expenditure Account)
For the financial year ended 31 December 2024

				<u>2024</u>	<u>2023</u>
	<u>Note</u>	<u>Unrestricted funds</u>	<u>Restricted funds</u>	<u>Total</u>	<u>Total</u>
<u>Income from</u>					
Grants, fees and donations	3	30,859	1,098	31,957	26,284
Activities for generating funds	3	27,718	-	27,718	30,214
Investments	3	1,612	-	1,612	816
Total income		<u>60,189</u>	<u>1,098</u>	<u>61,287</u>	<u>57,314</u>
<u>Expenditure on</u>					
Generating funds	4	8,268	543	8,810	9,393
Charitable objectives	4	30,220	19,167	49,387	46,300
Total Expenditure		<u>38,488</u>	<u>19,710</u>	<u>58,198</u>	<u>55,693</u>
Net income/expenditure		<u>21,701</u>	<u>(18,612)</u>	<u>3,089</u>	<u>1,621</u>
Gross transfer between funds		(1,804)	1,804	-	-
Net movement in funds		19,897	(16,808)	3,089	1,621
Total funds brought forward		<u>72,197</u>	<u>616,826</u>	<u>689,023</u>	<u>687,402</u>
Total funds carried forward		<u>92,094</u>	<u>600,017</u>	<u>692,112</u>	<u>689,023</u>

Waterworks Museum – Hereford
Company Number No: 01820495
Registered Charity No: 515866

Waterworks Museum - Hereford
Balance Sheet
As at 31 December 2024

				2024	2023
	<u>Note</u>	<u>Unrestricted funds</u>	<u>Restricted funds</u>	<u>Total</u>	<u>Total</u>
<u>Fixed Assets</u> (tangible fixed assets only)	7	<u>8,749</u>	<u>598,646</u>	<u>607,395</u>	<u>621,289</u>
<u>Current Assets</u>					
Stock	8	1,703	-	1,703	2,697
Debtors and prepayments	9	2,200	-	2,200	451
Cash at bank and in hand		<u>81,257</u>	<u>1,371</u>	<u>82,628</u>	<u>65,823</u>
Total current assets		<u>85,159</u>	<u>1,371</u>	<u>86,530</u>	<u>68,971</u>
<u>Current Liabilities</u>					
Creditors falling due within one year	10	1,376	-	1,376	323
Net Current Assets		<u>83,784</u>	<u>1,371</u>	<u>85,155</u>	<u>68,649</u>
Provisions for liabilities	10	438	-	438	915
Net Assets		<u>92,094</u>	<u>600,017</u>	<u>692,112</u>	<u>689,023</u>
<u>Income Funds</u>	11/12				
Unrestricted Funds		92,094	-	92,094	72,197
Restricted Funds		-	600,017	600,017	616,826
		<u>92,094</u>	<u>600,017</u>	<u>692,112</u>	<u>689,023</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2024.


The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 December 2024 in accordance with Section 476 of the Companies Act 2006.

The Trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

Signed on behalf of the Trustees by:



Jill Phillips
Chair of Trustees and Governance Director
Waterworks Museum - Hereford
17 June 2025

Waterworks Museum – Hereford
Company Number No: 01820495
Registered Charity No: 515866

Waterworks Museum - Hereford

Notes to the Unaudited Accounts for the financial year ended 31 December 2024

1 Accounting Policies

Basis of preparation:

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income Resources: Voluntary income including donations, gifts and legacies and grants that provide core funding or are of a general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Such income is only deferred when:

- i. The donor specifies that the grant or donation must only be used in future accounting periods; or
- ii. The donor has imposed conditions that must be met before the charity has unconditional use.

Income from trading activities is recognised as earned (as the related goods and services are provided).

Investment income is recognised on a receivable basis.

Income from charitable activities includes income received under contract or where entitlement to grant funding is subject to specific performance conditions is recognised as earned (as the related goods or services are provided). Grant income included in this category provides funding to support performance activities and is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Income is deferred when admission and membership fees or performance related grants are receivable in advance of the dates to which they relate.

Volunteers and Donated Services and Facilities: The Volunteers involved with the charity are members of the company limited by guarantee. They support the Museum so that it can open to members of the public on up to 70 days each year. They include the Trustees, Directors and Officers, who carry additional responsibilities, and volunteer engineers who work additional days maintaining and preserving the collection. The Museum has no paid staff. Further details of the contribution made by Volunteers can be found in the Trustees' annual report.

Resources Expended: Expenditure is recognised when a liability is incurred. Contractual arrangements and performance related grants are recognised as goods and services are supplied. Other grant payments are recognised when a constructive obligation arises that result in the payment being unavoidable.

- i. Costs of generating funds are those costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.
- ii. Charitable activities include expenditure associated with the restoration and maintenance of donated assets and leased premises and include both the direct costs and support costs relating to these activities.
- iii. Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.
- iv. Support costs include central functions and have been apportioned to the activities to which they relate on a total activity cost basis.

Irrecoverable VAT: All resources expended are classified under activity headings that aggregate all costs related to the category. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Operating Leases: The charity operates the Museum on land and buildings owned by Dŵr Cymru Welsh Water under a long-term rent-free lease, which expires in 2074. The land on which the Heritage Water Park sits is owned by Herefordshire Council, which is leased to the Museum for a peppercorn rent until 2047.

Tangible Fixed Assets and Depreciation: Tangible Fixed Assets represent the Museum's buildings, which are being depreciated on a straight-line basis over the remaining term of the lease, and the boiler over a 25-year term (2010-2035). The Heritage Water Park is not a building and is not subject to depreciation.

Stock: Stock is included at the lower of cost and net realisable value. Stock includes parts, fuel and items for sale to Museum visitors.

Inalienable or Historic Assets: The charity has a leasehold interest in the property that is classed as an inalienable asset and is not included in the Balance Sheet. This interest expires on 31st March 2074.

Funds Structure: The charity has restricted income funds to account for situations where donors require that donations are spent on a particular purpose or where funds have been raised for a specific purpose. All other funds are unrestricted income funds.

- 2 **Legal Status of the charity:** The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of a winding-up is limited to £1.

3 Income	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
From fees, donations and grants				
Membership fees	1,987	-	1,987	1,945
Donations	3,258	555	3,813	1,486
Gifted Regular Income	-	-	-	-
Gift aid refund	1,464	-	1,464	453
Grant - Southall Trust	11,000	-	11,000	10,000
Grant - Dŵr Cymru Welsh Water	12,411	-	12,411	12,400
Other grants/awards	739	543	1,282	-
	<u>30,859</u>	<u>1,098</u>	<u>31,957</u>	<u>26,284</u>
From activities for generating funds				
Admission fees	15,283	-	15,283	17,275
Refreshments	11,017	-	11,017	11,195
Retail sales	1,093	-	1,093	1,535
Museum products	206	-	206	209
Premises hire	-	-	-	-
	<u>27,599</u>	<u>-</u>	<u>27,599</u>	<u>30,214</u>
Investment income				
Bank interest	1,612	-	1,612	816
Other income				
Asset disposals	120	-	120	-

4 **Expenditure (analysis of resources expended)**

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
For generating funds				
Refreshments	2,058	-	2,058	2,860
Sale material	836	-	836	1,126
Special events	-	-	-	-
Hardware and Consumables	1,769	543	2,312	1,779
Advertising/publicity	3,401	-	3,401	3,172
WaterWords	204	-	204	455
	<u>8,268</u>	<u>543</u>	<u>8,810</u>	<u>9,393</u>
For charitable purposes				
Fuel	4,935	-	4,935	5,349
Machine maintenance	8,021	-	8,021	6,994
Premises maintenance	8,994	4,971	13,965	12,809
Display/signage/artefacts	1,712	-	1,712	109
Insurance	1,406	-	1,406	1,561
Education/publications	12	-	12	64
Depreciation	180	13,714	13,894	13,894
Museum activities	1,110	-	1,110	391
Office/computer/telecom/postage/travel	2,024	-	2,024	3,187
Project professional fees	-	480	480	445
Rent	59	-	59	59
Subscriptions to external bodies	632	-	632	418
Audit professional fees	438	-	438	501
Bank charges	699	2	701	519
	<u>30,220</u>	<u>19,167</u>	<u>49,387</u>	<u>46,300</u>

- 5 **Paid employees:** The charity does not have any paid employees.
- 6 **Trustees and Other Related Parties:** Expenses incurred by the Trustees are reimbursed at cost. The Trustees had no material interest in any transaction undertaken by the charity during the year.

7 **Tangible fixed assets**

	<u>Boiler</u>	<u>Museum Buildings</u>	<u>Total</u>
Cost			
At 31 December 2023	42,507	806,972	849,479
Additions	<u>0</u>	<u>0</u>	<u>0</u>
At 31 December 2024	<u>42507</u>	<u>806972</u>	<u>849479</u>
Depreciation			
At 31 December 2023	23,472	204,717	228,189
Charge for year	<u>1,729</u>	<u>12,165</u>	<u>13,894</u>
At 31 December 2024	<u>25,201</u>	<u>216,882</u>	<u>242,083</u>
Net book value			
At 31 December 2023	19,035	602,255	621,289
At 31 December 2024	<u>17,306</u>	<u>590,089</u>	<u>607,395</u>

	<u>2024</u>	<u>2023</u>
8 <u>Stock</u>		
Fuel and oil	1,070	1,289
Materials and spare parts	319	500
Goods for resale	<u>314</u>	<u>908</u>
	<u>1,703</u>	<u>2,697</u>
9 <u>Debtors and prepayments</u>		
Trade debtors	<u>2,200</u>	<u>451</u>
	<u>2,200</u>	<u>451</u>
10 <u>Creditors (amounts falling due within one year)</u>		
Trade creditors	395	303
Membership Fees in Advance	981	20
Accruals	<u>438</u>	<u>915</u>
	<u>1,814</u>	<u>1,238</u>

Accruals include the balance of the Brockhampton roller shutter door.

- 11 **Restricted funds:** The Restricted Income Fund represents capital grants provided by various funding bodies, including for the purposes of providing Tangible Fixed Assets in the form of the new museum buildings, the Rotherwas Engine House and boiler shown in Note 7 to the accounts. These Restricted Income Funds will be released to the Statement of Financial Activities on the same basis as the Depreciation Policy. New restricted funds were created for remediation of a major electrical fault and enhancements to the Heritage Water Park.

	<u>Unrestricted income fund</u>	<u>Restricted income fund</u>
Income	60,189	1,098
Expenditure	<u>38,488</u>	<u>19,710</u>
	<u>21,701</u>	<u>(18,612)</u>
Gross transfer between funds	<u>(1,804)</u>	<u>1,804</u>
Net movement	<u>19,897</u>	<u>(16,808)</u>
At 31 December 2023	72,197	616,826
At 31 December 2024	<u>92,094</u>	<u>600,017</u>

Waterworks Museum – Hereford
Company Number No: 01820495
Registered Charity No: 515866

This page does not form part of the statutory accounts
and has been left intentionally blank.