



Trustees' Annual Report for the period

	Period start date			T o	Period end date		
From	1	January	2019		31	December	2019

Section A Reference and administration details

Charity name Deal Maritime and Local History Museum

Other names charity is known by Deal Museum

Registered charity number (if any) 1168344

Charity's principal address 22 St George's Road

DEAL

Postcode

CT14 6BA

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee
1	Madylene Beardmore			
2	Jane Dickins		6 March 2019 to 15 October 2019	
3	David Hossack		Until 10 June 2019	
4	Kathy Hostettler		Until 30 September 2019	
5	Sheila Legg			
6	Michael Phillips		20 August 2019 to present	
7	Sharon Powell		20 August 2019 to present	
8	Kathryn Reilly		6 March 2019 to present	
9	David White	Secretary		
10	Quentin Withall	Chair		

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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Foundation Constitution

How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Appointed by the existing Trustees

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

For the public benefit, to establish and maintain a museum in Deal for the exhibition of artefacts and displays illustrating the history of Deal, Walmer and district.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

- The extension, enhancement, preservation, maintenance and storage of the museum's collections
- The fostering of an environment where visitors of all ages are able to explore, and be inspired by the history of the local area
- The provision of opportunities for research and learning relating to the museum's collections
- The facilitation of the ongoing recording of the history of Deal, Walmer and district

The charity trustees have complied with their duty to have due regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

- Visitor numbers saw a small decrease but the number of families visiting from the County-wide 'Wheels Of Time' scheme increased.
- We continued to update the content of the museum by hosting temporary exhibitions in collaboration with local history groups. A new display of recently donated Roman artefacts was introduced.
- An education group was formed to build on our relationships with local educational organisations and a number of schools visited the museum.
- Links with local heritage venues were improved and actively participated in the development of a local tourism plan.
- A collaboration with a writing project with a local history theme was completed and the results launched at an event in the museum.
- Social media engagement, using Facebook, Twitter and Instagram, was increased.
- The trustees continued working to the forward plan, in 2019 this was updated for the next 4 years. This was aided by sessions held with the volunteers and asking for their input and thoughts on the museum.
- The loan of items from Quex Park was renegotiated; most items were returned as they were not relevant to the museum collection

Section E

Financial review

Brief statement of the charity's policy on reserves

The Trustees are developing a reserves policy which will reflect the facts that we own an old building with potentially significant repair costs and possess artefacts with potentially significant conservation costs.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

- The museum's primary source of income continues to be entrance fees and memberships. This is boosted by the trustees hosting three social events throughout the year. During 2019 these were a Summer Garden Party, a Harvest Supper Night and Quiz Night.
- The trustees took the decision to invest in the accessioning room during 2019, to create a dedicated space for the work needed to help maintain, look after and preserve the museum's collections and also to aid with the recording of Deal and Walmer's history.

Section F

Other optional information



Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full

Sharon Powell	Kathryn Reilly
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 name(s)

Position (eg Chair,

chair	Trustee
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 Secretary, etc)

Date 2 C (1 0 12.020
(27/10/2020)

Deal Maritime and local History Museum - Profit and Loss 2019				
01/01/2019 - 31/12/2019				
SALES		Period		Year to date
Donations		£ 9,481.93		£ 9,481.93
Grants		£ 200.00		£ 200.00
Fund Generation - Fund Raising		£ 1,955.60		£ 1,955.60
Other Income		£ 487.10		£ 487.10
			£ 12,124.63	£ 12,124.63
PURCHASES				
Charitable expenditure - Grants payable		£ 1,159.19		£ 1,159.19
			£ 1,159.19	£ 1,159.19
DIRECT EXPENSES				
Charitable expenditure - stock for charity shop		£ 90.59		£ 90.59
Cost of Fund Generation - Fund Raising		£ 2,038.92		£ 2,038.92
			£ 2,129.51	£ 2,129.51
GROSS PROFIT/(LOSS)			£ 8,835.93	£ 8,835.93
OVERHEADS				
Support Costs- Rent and Rates		£ 146.00		£ 146.00
Support Costs - Heat, Light and Power		£ 455.60		£ 455.60
Support Costs - Travelling Costs		£ 84.50		£ 84.50
Support Costs - Printing and Stationery		£ 296.47		£ 296.47
Support Costs - Telephone and Computers		£ 655.70		£ 655.70
Support Costs - Maintenance		£ 447.98		£ 447.98
Support Costs - General Expenses		£ 829.20		£ 829.20
Management and Admin - Gross Wages		£ 74.15		£ 74.15
Management and Admin - Professional Fees		£ 54.47		£ 54.47
			£ 3,044.07	£ 3,044.07
NET PROFIT/(LOSS)			£ 5,791.86	£ 5,791.86

Deal Maritime and Local History Museum - Balance Sheet 2019				
		Period		Year to Date
Fixed Assets		£ -		£ -
Current Assets				
Deposits and Cash		£6,442.85		£ 16,240.92
Bank Account		£ -		£ 16,554.89
			£6,442.85	£32,795.81
Current Liabilities				
Creditors : Short Term		£ -		£ 0.30
Bank Account		£ 650.99		£ -
			£ 650.99	£ 0.30
CURRENT ASSETS LESS CURRENT LIABILITIES			£5,791.86	£32,796.11
TOTAL ASSETS LESS TOTAL LIABILITIES			£5,791.86	£32,796.11
LONG TERM LIABILITIES				
Creditors : Long Term		£ -		£ 6,500.00
			£ -	£ 6,500.00
TOTAL ASSETS LESS TOTAL LIABILITIES			£5,791.86	£26,296.11
CAPITALS AND RESERVES				
Funds		£ -		£ 9,782.92
Profit and Loss		£5,791.86		£ -
			£5,791.86	£26,296.11