



Trustees' Annual Report for the period

	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
From	1	April	2019	To	31	March	2020

Section A Reference and administration details

Charity name Friends of The Wilson, Cheltenham Art Gallery and Museum

Other names charity is known by

Registered charity number (if any) 289514

Charity's principal address Secretary, Friends of The Wilson, Cheltenham Art Gallery and Museum
c/o The Wilson, Cheltenham Art Gallery and Museum
Clarence Street
Cheltenham
Postcode GL50 3JT

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 (if any)
1	Adrian Barlow	Chair		
2	John Beard	Secretary		
3	Liz Giles	Treasurer		
4	Mark Holliday		Until 3 Jun 2019	
5	Jaki Davis			
6	Mike Jenkinson		Until 3 Jun 2019	
7	Sue Pearce			
8	Martin Renshaw			
9	Martha Alleguen		Until 3 Jun 2019	
10	David Addison			
11	Robert Rimell		From 7 May 2019	
12				
13				
14				
15				
16				

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)	Constitution adopted 15 April 2015.
How the charity is constituted (eg. trust, association, company)	Unincorporated association.
Trustee selection methods (eg. appointed by, elected by)	Trustees are elected at the AGM. Provided the maximum number of Trustees is not exceeded the trustees can appoint further Trustees to fill vacancies until the next AGM.

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • 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. 	<p>Trustee training. To prepare new Trustees for their role as Trustees, the charity uses literature provided by the Charity Commission plus briefings from existing Trustees.</p> <p>Organisation structure. The charity does not employ any staff, so all operating decisions are made by the Trustees.</p> <p>All Trustees gave their time voluntarily and received no remuneration or other benefits.</p> <p>Related parties. The charity has a close relationship with The Wilson, Cheltenham Art Gallery and Museum, which is part of The Cheltenham Trust (charity number 1158606). To that end a representative of The Wilson is invited to attend committee meetings of the Trustees, and Trustees also liaise with staff at The Wilson.</p> <p>Risk management. At each of its meetings the committee of Trustees reviews the financial situation of the charity.</p>
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Section C

Objectives and activities

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

The purpose of the charity is the educating of the public by the support and assistance of The Wilson, Cheltenham Art Gallery and Museum ("the Gallery"), and in making loans or gifts to the Gallery, and in purchasing, acquiring or contributing to the purchase or acquisition of pictures, sculptures, works of art, costume, photographs, books and other works of artistic historical scientific or general public interest for loans or gifts to the Gallery.

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 charity has organised lectures and outings for the education of members and the public. There were nine lectures on artistic and cultural subjects and five outings to historic and artistic locations. The profits from these events are used to benefit The Wilson.

In accordance with section 17 of the Charities Act 2011, the Trustees have satisfied themselves that the charity's purpose and activities provide a public benefit.

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.

The Trustees adopted a funding policy at their meeting on 7 March 2017.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

During 2019-20 the charity contributed £45,992 in support of The Wilson. This comprised: £35,000 for the Feasibility Study for Phase 2 of The Wilson redevelopment; £420 for the pop-up cinema; £1870 for refurbishment of the roof terrace; and £8,702 for equipment to enable reaccreditation of The Wilson by Arts Council England.

Section E

Financial review

Brief statement of the charity's policy on reserves

The restricted reserves are only available for use in accordance with the donors' express intentions.
The general reserve is available to enable the charity to meet its aim of supporting The Wilson. Specifically, the charity aims to keep a reserve to cover at least 12-18 months' charitable expenditure.

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 charity's income comes from subscriptions, donations and the profit on activities, and is occasionally supplemented by a legacy. It also includes Gift Aid on some subscriptions and donations from UK taxpayers.

Surplus income is spent on projects for the benefit of The Wilson.

Funds are held in the charity's bank account and in the charity's CCLA account and Virgin money account.

The charity also currently holds some restricted funds such as legacies and proceeds from appeals for the benefit of The Wilson.

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)		
Full name(s)	John Manuel Beard	
Position (eg Secretary, Chair, etc)	Secretary	
Date	14 November 2020	

Friends of The Wilson - Cheltenham Art Gallery & Museum

Income & Expenditure Account - for the year ended 31st March 2020

	<u>2019/20</u>	<u>2018/19</u>
	£	£
Income		
Membership Subscriptions	9,738	10,518
Gift Aid Receipts	1,553	1,549
Visits & Trips	10,023	11,404
Talks & Events	4,230	4,529
Donations	29,774	3,764
Sales of Christmas Cards	163	0
Interest Received	594	577
Newsletter Advertising *	1,150	0
	<u>57,224</u>	<u>32,340</u>
 Expenditure		
Venue Entry Costs	2,432	4,257
Food for Events	3,189	2,334
Printing	1,575	920
Postage & Mailing	920	735
Coach Hire	2,755	3,475
Speakers Costs	204	119
Subscriptions	50	25
Venue Hire	0	585
Internet	80	80
Computer & Software	0	420
Sundry Expenses	0	35
Donations Made	45,992	30,465
Office Stationery	260	24
Insurance	185	134
Bank & PayPal Charges	304	236
Event costs		-245
	<u>57,947</u>	<u>43,601</u>
 Net Income	<u>-723</u>	<u>-11,261</u>

Friends of The Wilson - Cheltenham Art Gallery & Museum

(Registered Charity No 289514)

Balance Sheet

	As At 31st March 2020		As At 31st March 2019	
	£	£	£	£
<u>Current Assets</u>				
Debtors & Prepayments	186		121	
Bank Current Account	21,147		3,577	
Bank Deposit Accounts	127,179		132,291	
		148,512		135,989
<u>Less - Current Liabilities</u>				
Creditors & Accruals		17,048		4,196
Total Net Current Assets		131,464		131,794
<u>Represented By:</u>				
General Fund		100,760		101,482
Restricted Funds		30,705		30,311
Total Funds		131,464		131,794

For the year ended 31st March 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

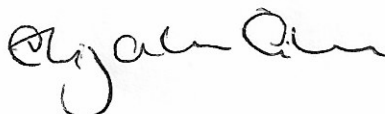
The members have not required the company to obtain an audit in accordance with section 144 of the Companies Act 2011.

The trustees acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Trustee:

Signed:



Printed

E B Giles

Date:

21.7.2020

Friends of The Wilson - Cheltenham Art Gallery & Museum
(Registered Charity No 289514)

Notes to the Accounts for the year ended 31st March 2020

1. Accounting Policies:

The accounts have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Charities SORP (Statement of Recommended Practice).

2. Analysis of Fund Balances as at 31st March 2020:

	@ 31-3-20	Interest	Other Movements	@ 31-03-19
	£	£	£	£
General Fund	100,760	594	-1,317	101,482
Restricted Funds:				
Bellwood Legacy	2,098	9	0	2,089
Phyllis Kaye Bequest	1,885	8	0	1,877
Restricted funds for use by The Wilson:				
North Place Organ Fund	1,092	5	0	1,087
Wilson Family Fund	25,629	109	263	25,258
	30,705	130	263	30,311
Total Funds	131,464	725	-1,054	131,794

Independent Examiner's report to the trustees of The Friends of the Wilson

(registered charity number 289514)

I report on accounts for the year ended 31st March 2020, which are annexed.

Respective responsibilities of trustees and examiner

The charity's trustees 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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act,
- Follow the procedures laid down in the general Directions given by the Charities Commission (under section 145(5)(b) of the Charities Act), and
- State whether particular matters have come to my attention

Basis of Independent Examiner's statement

My examination was carried out in accordance with general directions given by the Charities 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 disclosure in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

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 section 130 of the Charities Act
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

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

Signed  A J Ellis FCA