

Torfaen Museum Trust (Ltd)

Ymddiriedolaeth Amgueddfa Torfaen (Cwmni Cyfyngedig)



Annual Report with Financial Statements

1 April 2019 – 31 March 2020

Adroddiad Blynyddol gyda Datganiad Ariannol
1 Ebrill 2019 – 31 Mawrth 2020



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Front cover photographs:

Top of page left to right -

- the Victorian mannequin men who came (to tea) from Brecknock Museum and then left for Nantgarw Chinaworks Museum
 - Mrs Sue Allford, Trust Administrator, who announced her retirement in 2019
 - Pontypool CC Cllrs Matthews & James with Pontypool twin towns VIPs from Condeixa, Longjumeau & Bretton in the museum's 'Pooler Room' 2019
 - The Regimental Band of the Royal Welsh in Pontypool Park's Sidney Roderick bandstand, July 2019
 - 'There's One!' children loved the Spring Chicks Hunt for Easter, April 2019
- bottom picture
- **photograph montage with thanks to Ms Sassy Hicks** of Japan Week / Welsh Museums Festival at the museum 29 October - 2 November 2019, photographs include Rt Hon Lord Paul Murphy of Torfaen (museum President), Hon Nick Thomas-Symonds MP (museum Vice-President), Mr Conrad Lynn and Mrs Mamiko Markham, art tutor and lecturer for the museum's Japan Week

Annual Report

Preliminary:

The Executive Board of the Trustees presents its report and the financial statements for the year ended 31 March 2020, which have been independently examined by Azets (formerly Baldwins), Chartered Accountants. In preparing the report the Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing Trust aims and objectives and in planning future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives they have set.

The Trustees are committed to providing the cultural services of the Trust to the public at as low a charge as possible in order to comply with the Charity Commission's guidance on public benefit.

The Trust currently leases the site of Torfaen Museum at Park Buildings on a long term lease from Torfaen County Borough Council (to September 2039).

The Trust's Mission Statement:

'To preserve, interpret, disseminate and celebrate local culture and bring the culture of other communities to the communities of Torfaen and beyond'.

The collections that Torfaen Museum Trust collect, safeguard and make accessible are the material culture and associated ephemera and information relating to the history, archaeology, geology, social and industrial histories, art, craft and ecology of the County Borough of Torfaen and adjacent districts, from early prehistory to contemporary times.

Curator's Report:

All trustees, staff and volunteers were devastated by the passing away of our former colleague and volunteer, Flo Davies, in November. It was especially poignant as we had all been so thrilled to see her just a couple of weeks previously at the Trust AGM. She will be very much missed as she was such a supporter of all the events and exhibitions at our Museum and we all loved working with her.

This year the Trust had a further core-funding cut and have just about reached the end of any cut backs that can be made. So the Trustees were pleased to manage the budget despite this and due to other grant funding: a generous grant of from Cwmbran Community Council, some 'small schemes' grants from individual Councillors, grants from Pontypool and Croesyceiliog Community Councils, the Wyfold Trust, the Association of Independent Museums, the Federation of Museums & Galleries of Wales and individual and institutional donations. We have some fabulous support and thanks to all those who make sure we stayed within budget this year.

This also brings the grand total of grants and funds raised to date since 2001 to over £2.92 million. (This is other than the core-funding received from Torfaen CBC) and raised by the hard work of our Team of staff and volunteers.

Trust Staff 2019- 2020:

Full-time staff:

none

Part-time staff:

Curator

Deborah Wildgust

Trust Administrator

Susan Allford

Receptionists / site assistants

Donna Sweeting, Julie Arnott (to Nov 19),

Brianna Gay (from Nov 19)

Conservation Housekeeper

Karen Hewitt

Weekend Receptionists/ Site Assistants

Andrea Touhig, Gill Topham

Exhibition & Maintenance Technician

Peter Sweeting

Accounts Supervisor

John Jones

Consultant Accounts Clerk

Thirza Holden

Consultant education tutor

Mamiko Markham

Consultant AIM funded Co-Ordinator

Mary Mahabir Jenks (from Oct)

Housekeeper

Brianna Gay (to Jan), Vicky Simons (to Mar 20)

Regular volunteers (excluding Trustees) 2019 - 20:

Hon. Librarian

Marion Williams

Librarians & Library Researchers

Janet McAllister, Roger Purbrick (to Sept),
Maggie Evans, Christine Flynn, Barry White,
Ieuan Williams (Feb, March)

Trust Membership Secretary

Ian Meyrick

Curatorial Assistants

Gill Topham, Ann Gill, Lindsay Prosser,
Mamiko Markham

Receptionists & Events Site Assistants

Eileen Parker (to Sept), Ann Gill, Pat Parsons,
Margaret James (to Dec), Madeleine Jones,
Bex Allford, Linda Brown
Jeff Adams, Alan Edmunds

Gardening & handywork

Ad-hoc volunteers:

Events volunteers

Rhisiart Morcant, yr Hyddgen Theatre Group

Exhibition help

Dave Standing, Jamie Sweeting

Work experience:

Sommer Lewis, Chloe Allford

Here are just some of the services, events and exhibitions the museum has provided this past year:

Date/s	venue	Exhibition / event / special day / Project / training
2019		
Tues 2 April	schoolroom Corner Room	Pontypool LHS lecture – Susannah Fiennes Return of artefacts & display after Capital works
Wed 3 April	Tearoom	artREGEN & Trust Committee for en plein air meeting
Thurs 4 April	museum	meeting of WG Capital Grant Committee
Fri 5 April	museum	schedule for new Site Assistants Advert for Cwmbran CC 70 th anniversary publication Application for Co-Ordinator to AIM grant in
Tues 9 April	Pooler Room	Viewing / evaluation by Techniquet of Generation Games units

Date/s	venue	Exhibition / event / special day / Project / training
Wed 10 April	museum	Coffee Morning fundraiser & donated handbag & jewellery stalls for en plein air with artREGEN
Tues 16 April	Trust Office	meeting with VAT experts from Baldwins re Trust VAT
Wed 17 April	museum	Free entry morning for school holidays
Fri 19 April & Mon 22 April	museum	Open extra hours over Easter bank Holidays
Thurs 25 April	Tea room	visit & tea with Garndiffaith Lunch Club
Tues 7 May	schoolroom	Pontypool LHS AGM
Wed 8 May	Tearoom	artREGEN & TMT Committee meeting re en Plein Air
Thurs 9 May	Trust Office	TCBC Heritage Officer meeting re SLA
Fri 10 May	PCC Offices	Volunteers re-displaying PCC window
Sat 11 May	schoolroom	visit for lectures & tea Welsh Historic Gardens Society
Mon 13 May	Barker Art Gallery	Generation Games units collected by Techniquet, Cardiff
Wed 15 May	Park Buildings	meeting with Welsh Water re alleged leak/s & maintenance
Thurs 16 May	museum	visit + tea, U3A, Cwmbran
Tues 21 May	Barker Art Gallery	re-display of Bev Harris' exhibition & ready for <i>en plein air</i> entries display
Thurs 23 May	car park	maintenance & weeding
Mon 27 May	museum	Open extra hours for Whitsun
Wed 29 May	museum	Free entry morning for half term holidays
Tues 4 June	schoolroom	Pontypool LHS talk
Wed 5 June	Tea room	artREGEN & Trust Committee for en plein air meeting
Thurs 6 June	Barker Art Gallery	Executive Board of the Trustees meeting
Fri 7 June	PCC Offices	re-display of Pontypool CC window/s
Mon 10 June	car park & courtyard	TCBC spraying
Wed 12 June	museum & park	day #1 of <i>en plein air</i> Painting in Pontypool Park Competition 2019
Wed 12 June	schoolroom	meeting of the Dementia Carers Society
Thurs 13 June	museum & park	day #2 of <i>en plein air</i> Painting in Pontypool Park Competition 2019
Thurs 13 June	Tearoom	meeting with Hinterlands Project
Fri 14 June	museum & park	day #3 of <i>en plein air</i> Painting in Pontypool Park Competition 2019
Sat 15 June	museum & park	day #4 of <i>en plein air</i> Painting in Pontypool Park Competition 2019
Sun 16 June	museum	Judging, Prizegiving & Opening of exhibition of works of <i>en plein air</i> Painting in Pontypool Park Competition 2019
Tues 18 June	museum courtyard	Iron Age experience workshop
Wed 19 June	schoolroom	meeting of the Dementia Carers Society
Tues 25 June	schoolroom	Painting workshop with Pat Clifford
Wed 26 June	schoolroom	meeting of the Dementia Carers Society
Thurs 27 June	schoolroom	Visit & lunch, Unite Retired Club
Wed 3 July	Tea room	'de-brief & accounts for <i>en plein air</i> PiPPC 2019, artREGEN & TMT
Tues 9 July	Soft gallery courtyard	Iron Age workshop, Our Lady of the Angels, Cwmbran
Wed 10 July	Barker Art Gallery Tea room	meeting of the Dementia Carers Society meeting with Brecon Museum re 2 nd Borderers exhibition: 'First out, Last Home' 2014-2019
Fri 12 July	courtyard	gazebos, tables & chairs etc... ready for tomorrow
Sat 13 July	museum & Park	Party in the Park day
Sun 14 July	museum & Park	Commemoration with Regiment of the Royal Welsh & RRW Museum, Brecon & opening of exhibition

Date/s	venue	Exhibition / event / special day / Project / training
Mon 15 July	Nantgarw China Works	Museum Members trip to Caerphilly and Nantgarw
Wed 24 July	museum	Free entry family fun & games for summer holidays #1
Thurs 1 Aug	Barker Art Gallery	executive Board of the Trustees meeting
July & Aug	Tea room	Pat Clifford in Café Art
Fri 2 Aug	Barker Art Gallery	Take down Bev Harris' & <i>en plein air</i> exhibitions
Mon 5 } Tues 6 Aug } Fri 9 Aug }	Barker Art Gallery	hanging & lighting 'Just for Joy' exhibition
Sat 10 Aug	Barker Art Gallery	Private View of 'Just for Joy' exhibition – works by art clubs in Torfaen tutored by Richard Davies
Wed 14 Aug	Barker Art Gallery	meeting of the Dementia Carers Society
Sat 17 Aug	museum & tearoom	Pontypool PCC twinning visitors
Wed 21 Aug	Barker Art Gallery museum	meeting of the Dementia Carers Society lead stolen from roof again last night (#23 since 2010)
Tues 3 Sept	Barker Art Gallery	Pontypool Local History Society (PLHS) 1 st seasonal lecture 'Hando's Gwent' with Chris Barber
Wed 4 Sept	Barker Art Gallery	meeting of the Dementia Support Group
Thurs 5 Sept	schoolroom	shortlisting for AIM funded Co-Ordinator post
Fri 6 Sept	Tea room	mount display of Keith Tracy for Café Art
Wed 11 Sept	Barker Art Gallery	meeting of the Dementia Support Group
Mon 23 Sept	Trust Office	Welsh Govt (MALD) Transformation Capital grant 2018-19 evaluation in
Tues 24 Sept	schoolroom	Interviews for AIM funded Co-Ordinator post
Wed 25 Sept	Barker Art Gallery Tea room	meeting of the Dementia Support Group meeting with artREGEN Committee for <i>en plein air</i> PiPPC 2020
Thurs 26 Sept	schoolroom	Executive Board of the Trustees meeting
Tues 1 Oct	schoolroom	PLHS lecture
Thurs 3 Oct	Reception	Big Pit (AC / NMW) borrow washing artefacts for their workshops
Fri 11 Oct	Barker Art Gallery	de-mounting of 'Just for Joy' exhibition
Fri 18 Oct	Barker Art Gallery	Japan Week exhibition & displays up Artefacts & loans arrive from the Japanese Embassy
Tues 22 Oct	schoolroom	Funding & Fundraising sub-Board of the Trustees
Wed 23 Oct	Barker Art Gallery	meeting of the Dementia Support Group
Thurs 24 Oct	Pooler Room	new Federation funded showcase arrives & installed by ACCESS
Fri 25 Oct	Pooler Room	Friday Team re-display in new showcase, 2 x showcases back to BAG
Mon 28 Oct	Wales museum	Welsh Museums Festival Week Pontypool-Japan Week funded by The Japan Society of London & WMF Welsh Government / Federation of M&G Wales
Tues 29 Oct	Barker Art Gallery	Free Family Fun – Origami workshop
Wed 30 Oct	Barker Art Gallery	meeting of the Dementia Support Group– special simple Origami workshop
Thurs 31 Oct	Barker Art Gallery	free adult workshop: Japanese lacquer ware decoration

Date/s	venue	Exhibition / event / special day / Project / training
Fri 1 Nov	Barker Art Gallery	<u>Special Japanware Evening:</u> with talks by leading experts Mamiko Markham & Yvonne Jones touch & talk with collector & expert Robin Williams
Tues 5 Nov	Barker Art Gallery	meeting of the Pontypool Local History Society
Wed 6 Nov	Tearoom Barker Art Gallery	<i>en plein air</i> PiPPC 2020 meeting with artREGEN meeting of Dementia Support Group
Fri 8 Nov} Tues 12 Nov} Fri 15 Nov }	Barker Art Gallery	hanging Winter Art 2019 exhibition
Wed 13 Nov	Barker Art Gallery	meeting of the Dementia Support Group
Fri 15 Nov	schoolroom	Presentation of the Trust's Future Plans to Trustees, TCBC, CADW, Welsh Govt & HLF Wales
Sat 16 Nov	schoolroom Barker Art Gallery	41 st AGM of the Torfaen Museum Trust Private View of the Winter Art 2019 exhibition
Wed 27 Nov	Barker Art Gallery	meeting of the Dementia Support Group
Thurs 28 Nov	Barker Art Gallery	meeting of the Executive Board of the Trustees & with Cllr Richard Clark, Deputy Leader, TCBC re the museum's Future Plans
Tues 3 Dec	Tea room Trust Office Barker Art Gallery	meeting with William Tregaskes, Cynon Valley Museum meeting with Lord Murphy re. book launch PLHS Christmas lecture & tea
Wed 4 Dec	museum	fundraising Coffee morning & jewellery sale for PiPPC 2020
Fri 6 Dec	Barker Art Gallery	Book Launch of Lord Paul Murphy's autobiography
Wed 11 Dec	Barker Art Gallery	meeting of the Dementia Support Group
Wed 18 Dec	Barker Art Gallery	Christmas meeting of the Dementia Support Group
Fri 20 Dec	museum	museum staff & volunteer Christmas Party
Mon 23 Dec	museum	staff in to clean & clear museum for seasonal closure Checklist rota for closure starts...
2020		
Sat 4 January 2020	museum	museum re-opens to the public for 2020
Tues 7 Jan	Barker Art Gallery	Pontypool LHS lecture 'The Llangibby Murders'
Wed 8 Jan	Barker Art Gallery	Dementia Support Group
Fri 10 Jan	schoolroom	De-mounting of the partnership WW1 exhibition
Wed 15 Jan	Tearoom	<i>en plein air</i> Committee with artREGEN
	Café Art	Café Art by Howell Evans
Thurs 23 Jan	Barker Art Gallery	meeting of the Executive Board of the Trustees
Tues 4 Feb	Barker Art Gallery	Pontypool LHS lecture 'The Llanerch Disaster'
Wed 5 Feb	Trust Office	Meeting with FUSION re Kids in Museums 2020
Fri 7 Feb	Barker Art Gallery	mounting 'Surreal' photographs by Rob Organ exhibition
Tues 11 Feb	Barker Art Gallery	undergraduate student Chloe Allford work experience displaying showcases

Date/s	venue	Exhibition / event / special day / Project / training
Wed 12 Jan	Barker Art Gallery	DMLA volunteers Marion & Janet do a session 'Down Memory Lane' for the Demetia Support Society
Sat 15 Feb	Barker Art Gallery	Private View of Rob Organ's 'Surreal' photographic exhibition. Opened by Hon. Nick Thomas-Symonds MP.
Weds 15, 22, 29 Jan 3, 12, 19, 26 Feb 4, 11, 18 Mar	Barker Art Gallery	10 week course of early evening Qijong & Mindfulness sessions, FUSION grant assisted
Tues 25 Feb	Barker Art Gallery	Funding & fundraising sub-Board
Thurs 5 March	Trust Office	shortlisting for Administrator post
Tues 17 Mar	museum	opening hours reduced due to COVID – weekday mornings only
Mon 23 March	museum	Lockdown – all museum closed events & meetings cancelled all staff & volunteers (except 2) furloughed rota of Tues-Fri - DAW check & monitor, clean building & collections 10-1, work from home afternoons Sat & Mon – PS check & monitor, painting & maintaining

In January, Sue gave her notice to the Chairman and the search was started to find her replacement but because of the COVID-19 pandemic, interviews were postponed. The Chairman asked Sue in early March if she would stay on at the museum until such time as the pandemic was over and the museum could move forward - at least until September. Sue agreed.

Interviews for her replacement Trust Administrator were postponed as were all other meetings, events & Projects from 23rd March and lockdown.

So, the lockdown continues and these are unprecedented times. Who knows what will happen later *this* year? ...

Deborah Wildgust
Curator
April 2020

Annual Visitor Figures 2019-2020

	Adm Adlt	Adm Con	Adm Chld	Memb s	Free users	Event s	Grps	Gen Enq	Lib & Coll Enq	Out- reach & PCC	Digi W'site & Thi	Digi f/book reach	Digi f/book engage	Digi twitter engage	Total
April	30	52	16	124	283	125	58	574	6	1,500	3,207	26,082	3,407	300	35,764
May	24	34	7	10	262	0	89	506	16	1,500	3,772	31,392	4,139	234	41,985
June	11	33	6	4	298	101	75	578	8	1,500	4,657	26,144	4,079	181	37,675
July	27	45	18	2	237	259	160	413	6	1,500	2,500	35,738	4,318	136	45,359
Aug	34	57	27	4	277	132	99	425	10	1,500	3,368	43,259	4,436	232	53,860
Sept	6	28	2	3	239	23	95	471	14	1,500	3,445	18,725	1,807	100	26,458
Oct	17	36	11	12	262	70	178	577	5	1,500	3,217	33,042	2,196	160	41,283
Nov	15	26	21	4	249	122	153	436	8	1,700	3,173	13,406	1,254	165	20,732
Dec	5	9	1	1	158	90	79	435	7	1,700	3,305	18,178	1,304	166	25,438
Jan	6	11	6	2	226	0	158	467	0	1,500	3,304	16,757	1,072	103	23,612
Feb	13	32	16	1	261	96	158	494	3	1,500	3,231	19,197	1,259	125	26,386
Mar	1	15	0	0	144	0	93	489	14	1,500	1,162	10,928	919	233	15,498
Tot	189	378	131	167	2,896	1,018	1,395	5,865	97	18,400	38,341	292,848	30,190	2,135	394,050

Comparison between 2019-20 and 2018-19

	Total Users	Social Media	TOTALS
2019-2020	30,536	363,514	394,050
2018-19	33,045	131,348	164,393

The Visitor Users numbers are down this year, which had been predicted in last year's Annual Report but the social media figures have increased 3 fold, as the museum's presence has been maintained by increased promotion on the museum website, Facebook and Twitter.

It had been expected that the success of last year's *Generation Games* exhibition would impact on this year and continual cuts in core funding has meant that the reduced opening hours to the public and reduced working hours of staff is now beginning to show in actual footfall; the loss of the funding for free entry on Saturdays for Pontypool residents was very disappointing because it was a very good community service for low income families. We have, however, received increased support from Cwmbran Community Council and some individual Pontypool Community Councillors.

On a very positive note, we have benefited from an increase in local community groups using the museum facilities. From September, a local Dementia Group have enjoyed a regular group booking one afternoon a week in the Barker Gallery, with refreshments and entertainment. MIND and various Torfaen Adult Community Groups have also visited our exhibitions and the Dementia Group and MIND have both taken out group memberships. Museum volunteers, Linda Brown & Lindsay Prosser also took it on themselves to regenerate a much depleted Pontypool Local History Society, who meet here every month and this has boosted numbers and proved very successful.

This is my last Report before my retirement and I would like to wish the Trust, staff, volunteers and members very best wishes for future years!

Sue Allford
Trust Administrator
July 2020

Annual Report of the Trustees

The Trustees present their report and Accounts for the year ended 31 March 2020

The Trust wishes to thank the many individuals and organisations who have made financial and other donations (please see Appendices A, B, C & D) and in particular Torfaen County Borough Council, as without their core funding (albeit at a considerably reduced level) the Trust would be unable to maintain the Borough's museum services and to such high standards.

Financial Review

The incoming resources for the year were £115,585 (2018-19: £211,318) and outgoing resources were £136,305 (2017-18: £112,885). The incoming resources in 2018-19 included grants of £102,423 (mostly from the Museums, Archives and Libraries Division (MALD) of the Welsh Government) towards the building works to improve the sustainability of the museum. Of this sum £86,529 was used in 2018-19 while the remainder was carried forward in Restricted Funds and included in resources expended in 2019-20. If depreciation is excluded the outgoing resources become £108,974 (2018-19: £107,210). The figures excluding depreciation give a surplus of £6,611. The amount added to the general reserves for 2019-20 was £3,099 (2018-19: £1,518) bringing the accumulated total of reserves to £27,436 (2018-19: £24,337).

The Trust's general reserve, built up from surpluses accumulated over time, is used to finance any annual deficit that may arise. There are also designated funds and restricted funds; the purposes of these are outlined in the Notes to the Accounts. In recent years the Trust used its reserves as contribution towards the extensive repairs and renovation of the Park Buildings and it is now the aim of the Executive Board of the Trustees to raise their reserve fund to the recommended 6 months operating costs (this would currently be c. £50-60,000) to allow both time for the Board of the Trustees to find alternative funds if necessary or to allow them to meet the Trust's contractual obligations to staff and creditors, and in line with national and Charity Commission recommendations.

Risk management

The Trustees have a Priority Risks & Actions strategy which comprises of the main priorities that face the Trust and the Trustees, the Torfaen Museum building and the Borough collections. This strategy has been reviewed annually since 2006 and highlights the current risks and uncertainties that the Trust faces and proposed actions to minimize and mitigate those risks. This exercise has highlighted that the principal risk over the last 4 years to the Trust, its building, collections and the services it thus provides, has been financial risk. The Trust has taken steps to minimize the imposition of cutbacks and their consequences by budgeting each year within its framework, cutting opening and working hours and some free services, by successfully applying for Project grants and by the lobbying of funding bodies.

Reserves Policy

The majority of the Trust's income is through grant assistance and core-funding from local authorities with funds raised also from entrance fees, Membership, gift aid and revenue from art, gift shop and Tearoom sales and donations. In the current economic climate and for the previous four years, due to a total 30% cut in core-funding from the local authority, the Trust's annual income previously often failed to meet its annual expenditure. In the

years when a surplus income is made, such as this year, those monies are transferred to the Trust Reserves Fund and in the years when the Trust runs at a loss, such as the previous years, the Reserves Fund is used to allow debtors to be paid.

It is the aim of the Trustees to raise their reserve fund to 6 months operating costs (this would currently be £50-60,000 to allow both time for the Executive Board of the Trustees to find alternative funds if necessary or to allow them to meet the Trust's contractual obligations to staff and creditors, as recommended by the Charity Commission. Currently the Reserves Fund stands at £27,436 therefore although the Trust is within the minimum 3 months recommended, continued budget cuts have been implemented in order to increase reserves to further safeguard the Trust.

Structure, Governance and Management

Method of appointment or election of Board of Management

The management of the charity is the responsibility of the Executive Board of Trustees, the directors of which are elected, nominated from local authorities and co-opted under the terms of the Trust's Articles of Association.

The Nominated Members listed (below) are selected by their respective local authorities or community councils.

The Appointed Members are appointed at the Annual General Meeting of the Trust, while the Executive Board co-opts Members during the year from those showing an interest in the museum.

Honorary positions, Officers and Members of the Executive Board of Trustees

President:	Rt Hon Lord Paul Murphy of Torfaen
Vice Presidents:	Lord Touhig of Islwyn & Glansychan Ms Lynn Neagle AM Hon Nick Thomas-Symonds MP
Chairperson:	Mr G Ivor Davies MBE (ex-Officio)
Vice-Chairperson:	Mr Michael Tanner (to Nov) / vacancy
Hon Treasurer & Co Sec:	Mr Lyndon Bishop (ex-Officio)
Nominated Members:	Cllr Anthony Bird (Cwmbran CC); Cllr Gwyn Jenkins & Cllr Neil Waite (Torfaen CBC); Cllr Joanne Gauden (to Mar) (Croesyceiliog & Llanyrafon CC); Cllr Keith James (Pontypool CC); vacant all year (Ponthir CC); vacant all year (Henllys CC); Cllr Jac Denley-Jones (Blaenavon Town Council)
Appointed Members:	Professor Ray Howell; District Judge Geoff Sandercock; Ms Sue Johnson; Dr Jack Hanbury-Tenison; His Honour Judge David Morris, Mr Mike Tanner (to Nov) / vacancy (from Nov 19)
Co-opted Members:	Cllr Lewis Evans, Mr T J Winter, Cllr Colin Crick
Registered Office:	Park Buildings, Pontypool, Torfaen NP4 6JH
Independent Examiners:	Azets (formerly Baldwins), Waters Lane, Newport
Bankers:	Barclays Bank PLC, PO Box 19, Cwmbran

Policies adopted for the induction and training of the Executive Board

New Executive Board Members are given a file of papers to study and retain including the Charity Commission's Trustees responsibilities, conflicts of interest and Trustee benefits document, Governing Independent Museums (Association of Independent Museums) document and are supported through the first few months of office.

Organisational structure and decision making

The organisation of the charity is primarily the responsibility of the Executive Board. The Executive Board carries out the management of the charity and may exercise all such powers of the charity. The Senior Officers of the Trust (currently the Curator and Trust Administrator) make decisions on the daily running of the museum. The Officers allocate amounts of money for the daily running costs that have already been approved or within the budget and apply for grant funds and assistance.

Pay policy for staff

The Trustee / Directors and the Senior Officers comprise the key management of the charity in charge of directing, running and operating the Trust on a daily basis. All Trustee / Directors give of their time freely and no Trustee / Director received remuneration during the year.

The key personnel / Senior Staff currently comprise of the part-time Curator and part-time Trust Administrator and their pay is reviewed on an annual basis and bench-marked with comparable posts in the Welsh local authority museum and administrative sectors.

Reference and administrative information

Torfaen Museum Trust Limited is a registered charity, number 507419 (England and Wales), incorporated under the Companies Act 2006 as a company limited by guarantee number 1358444.

It is also an Accredited Museum under the Arts Council of England (ACE) Accreditation Scheme Round 3 and previously Accredited (Round 1, 2006, M&GC) and was registered with both Phases I & II (registration number 298) under the forerunner to Accreditation, the museum Registration Scheme. This ensures that the Trust adheres to recommended national standards of visitor satisfaction, collections care and collections interpretation.

The museum is also an Accredited Attraction under the Welsh Government's VisitWales VAQAS (Visitor Attraction Quality Assurance) standards.

Trustees' Responsibilities in relation to the Financial Statements

The Trustees (who are also Directors of Torfaen Museum Trust for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with 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).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period.

In preparing these financial statements, the trustees 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;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed/constitution. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Related Party Transactions

A number of the Trustees are members of the councils by which they are appointed - see page 11. These councils make grants to the Trust. As stated in note 9 to the accounts no Trustees receive remuneration or reimbursement of expenses. The Trustees did not engage in any transactions with the Trust other than as members of the general public - this is in line with principle 2d of the Charity Commission guidance on public benefit.

Approved by order of the Executive Board of the Trustees on 10 October 2020
and signed on their behalf by:

Signed:



Mr G I Davies MBE
Chairman



Mr Lyndon Bishop
Honorary Treasurer & Company Secretary

Independent Examiners Report to the Trustees of Torfaen Museum Trust Limited:

I report on the accounts of the Trust for the year ended 31 March 2018, which are set out on pages 15 to 24 of this report.

Respective responsibilities of Trustees and Examiner

The Trustees (who are also Directors of the company 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 needed.

Having satisfied myself that the charity is not subject to audit under Part 16 of the Companies Act 2006 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

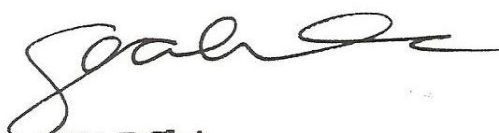
Basis of Independent Examiner's report

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 the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matter set out in the statement below:

Independent Examiner's Report:

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 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities (revised 2015) have 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.



date: 21 Oct 2020

Sarah Case FCA DChA
Azets Services
Waters Lane Chambers
Waters Lane
NEWPORT
NP20 1LA

Torfaen Museum Trust Ltd

Statement of Financial Activities for the Year Ended 31 March 2020 incorporating the Income and Expenditure Account

	Notes	Unrestricted Funds	Restricted Funds	Total Funds 2020	Total Funds 2019
Income and donations from:		£	£	£	£
Donations and legacies	2	8,003	-	8,003	5,092
Charitable activities	3	82,862	9,455	92,317	190,254
Other trading activities	4	6,501	-	6,501	5,455
Investments	5	-	-	-	-
Other Income	6	8,764	-	8,764	10,517
Total income and endowments		106,130	9,455	115,585	211,318
Resources Expended					
Raising funds	7	3,477	-	3,477	2,726
Charitable activities	8	120,593	12,235	132,828	110,159
Total expenditure		124,070	12,235	136,305	112,885
Net income (expenditure)		(17,940)	(2,780)	(20,720)	98,433
Transfers between funds	14,15	11,169	(11,169)	-	-
Net Movement in Funds		(6,771)	(13,949)	(20,720)	98,433
Reconciliation of Funds					
Balances brought forward	14,15	127,392	16,322	143,714	45,281
Balances carried forward	15, 16	120,621	2,373	122,994	143,714

The statement of financial activities includes all gains and losses recognised in the year

All incoming resources and resources expended derive from continuing activities.

The notes on pages 17 - 24 form part of the Financial Statements

Torfaen Museum Trust Ltd**Balance Sheet as at 31 March 2020**

	NOTES	2020	2019
		£	£
FIXED ASSETS			
Tangible assets	11	99,195	109,324
CURRENT ASSETS			
Stock		2,381	2,447
Debtors	12	2,911	3,062
Cash at bank and in hand		<u>20,872</u>	<u>33,523</u>
		26,164	39,032
Creditors falling due within one year	13	(2,365)	(4,642)
NET CURRENT ASSETS		<u>23,799</u>	<u>34,390</u>
TOTAL NET ASSETS		<u>122,994</u>	<u>143,714</u>
RESERVES			
Restricted	14	2,373	16,322
Unrestricted - general fund	15	27,436	24,337
Unrestricted - designated fund	15	<u>93,185</u>	<u>103,055</u>
Total reserves		<u>122,994</u>	<u>143,714</u>

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

For the financial year ended 31 March 2020, the company was entitled to exemption from audit under the Companies Act 2006, s. 477 relating to small companies and the members have not required the company to obtain an audit of its accounts for the year in question in accordance with s. 476. The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

Hon. Treasurer / Director
Mr. Lyndon Bishop



Chairman / Director
Mr. G I Davies MBE



Company no. 1358444 (England and Wales)

The notes on pages 17 - 24 form part of the Financial Statements

Torfaen Museum Trust Ltd

Notes to the Accounts for the year ended 31 March 2020

1. Accounting Policies

Charity information

Torfaen Museum Trust Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is Torfaen Museum, Park Buildings, Pontypool, Torfaen, NP4 6JH.

Accounting convention The accounts have been prepared in accordance with the charity's governing document, the Companies Act 2006 and "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)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

Cash Flow Statement The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

Incoming Resources:

Voluntary Income (such as donations) represents amounts received during the year.

Grants These comprise amounts receivable during the year for all grants including grants received for the purpose of purchasing fixed assets. Grants received are split between restricted and unrestricted funds depending upon the offer letter accompanying the grant receipt.

Investment Income is credited to income when it is actually received.

Voluntary Help No monetary value has been put on the help received by volunteers during the year.

Resources Expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

Charitable Activities This includes all costs relating to the furtherance of the Charity's objectives.

Governance Costs This includes the costs of independent examination.

Irrecoverable VAT The Charity suffers from irrecoverable VAT due to the fact that it is on a partial exemption scheme and not all input VAT is recoverable. This is written off to the Statement of Financial Activities in the period in which it arises.

Netting Off of Income and Expenditure Income and expenditure are stated gross.

Fixed Assets are capitalised where they are considered significant or material within the context of the charity's operations, and are included at historical cost less accumulated depreciation. The Trust's collection of objects, books, specimens, photographs, documents, maps and other materials acquired for preservation are held under Trust and on its winding-up would become the property of Torfaen County Borough Council under the provisions of an agreement between the Trust and the council's predecessor authority dated 12 June 1979. They have therefore been written off in the year of collection or acquisition. Depreciation is taken at 25% of the written-down value of fixed assets except for collections etc... as noted above.

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

Torfaen Museum Trust Limited

Notes to the Accounts for the year ended 31 March 2020

Funds Structure The Charity's funds are split into general funds, designated general funds and restricted funds.

Restricted Funds These are funds that can only be used for particular restricted purposes within the objects of the Charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Designated General Funds These funds are set up where grants have been received for the purchase or construction of fixed assets, and are transferred to the general fund in step with the depreciation charges on the related assets.

Unrestricted General Funds These funds are available for the general purposes of the Charity, to be used in accordance with the charitable objects at the discretion of the Trustees

Operating leases Payments made in respect of operating leases are charged in the year paid

Rounding Figures contained in the financial statements have been rounded to the nearest pound

Presentation of the accounts as a going concern. The Charity reported a net outflow of £20,720 for the year. This Charity has sufficient free reserves and is monitoring results on a frequent basis. The Trustees are of the view that on this basis the charity is a going concern and there are no material uncertainties about the charity's ability to continue as a going concern.

Cash and cash equivalent Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

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

Debtors Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Basic financial liabilities

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

Liabilities policy Liabilities are recognised in the Statement of Financial Activities as they become payable.

Taxation As a registered charity, the charity is entitled to the exemption from taxation in respect of income and capital gains received within sections 478-489 of the Corporation Tax Act 2010 and section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects purposes only.

Critical Accounting Estimates and Judgements In the application of charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

Torfaen Museum Trust Limited

Notes to the Accounts for the year ended 31 March 2020

2 Income from Donations and Legacies	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Miscellaneous Donations	8,003	-	8,003	5,092
3 Income from Charitable Activities	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Grants				
Torfaen County Borough Council	70,025	-	70,025	76,700
Croesyceiliog & Llanyrafon Community Council	1,000	-	1,000	1,000
Pontypool Community Council	3,425	-	3,425	3,000
Cwmbran Community Council	4,200	-	4,200	1,350
Restricted grants	-	-	-	-
Torfaen County Borough Council	950	-	950	-
Welsh Government (MALD)	-	-	-	15,893
Federation of Museums & Galleries Wales	-	5,103	5,103	2,025
Association of Independent Museums	-	4,352	4,352	-
Subscriptions	3,262	-	3,262	3,757
Total revenue grants	82,862	9,455	92,317	103,725
Capital grants				
(transferred to designated funds when spent)	-	-	-	86,529
Total grants for the year	82,862	9,455	92,317	190,254
4 Income from Other Trading Activities	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Commission on Art Sales	267	-	267	298
Trading and Publications - Sales	6,234	-	6,234	5,157
	6,501	-	6,501	5,455
5 Income from Investments	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Bank interest	-	-	-	-
6 Income from Other Sources	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Sundry Income	5,168	-	5,168	6,906
Site Income	3,596	-	3,596	3,611
	8,764	-	8,764	10,517

Torfaen Museum Trust Limited

Notes to the Accounts for the year ended 31 March 2020

7 Expenditure on Raising Funds

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Shop costs	3,477	-	3,477	2,726

8 Expenditure on Charitable Activities

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
Direct Costs				
Salaries, NI	58,516		58,516	68,985
Book-keeping	6,905		6,905	4,145
Training	93		93	72
Travelling and Subsistence	-		-	-
Temporary Exhibitions	255		255	817
Supplies and Equipment	445		445	126
Federation of Museums & Galleries Wales		9,828	9,828	2,261
Association of Independent Museums	-	2,300	2,300	-
Acquisitions	-	107	107	-
Total Direct Costs	66,214	12,235	78,449	76,406
Indirect Costs				
Energy	4,882	-	4,882	5,638
Telephone and Postage	2,562	-	2,562	2,700
Printing and Stationery	3,238	-	3,238	3,254
Maintenance	5,558	-	5,558	3,964
Cleaning	516	-	516	619
Security	1,419	-	1,419	2,279
Website Development	-	-	-	90
Subscriptions	501	-	501	365
Insurance	3,523	-	3,523	3,518
Miscellaneous Expenses	4,328	-	4,328	3,101
Bank Charges	521	-	521	325
Depreciation	27,331	-	27,331	5,675
Independent examination		-	-	2,225
Total Indirect costs	54,379	-	54,379	33,753
Total	120,593	12,235	132,828	110,159

Torfaen Museum Trust Ltd
Notes to the Accounts for the year ended 31 March 2020

9 Staff Costs	2020	2019
	£	£
Wages and salaries	57,480	64,160
Social security	-	1,104
Pension costs	<u>636</u>	<u>511</u>
	<u>58,516</u>	<u>65,775</u>

No employee earned more than £60,000 and the Directors / Trustees do not receive any remuneration nor reimbursement of expenses.

The average numbers of staff were:

	2020	2019
Full-time	1.0	1.0
Part-time	8.0	8.0
Total full-time equivalents	3.1	3.1

10 Independent Examination fees	2020	2019
Fees to independent examiner	<u>£2,225</u>	<u>£2,225</u>

11 Tangible Fixed Assets

	Building Adaptations & Fittings	Fixtures & Fittings	Computers & Equipment	Totals £
Cost				
At 1 April 2019	547,875	8,257	118,818	674,950
Additions during year	<u>17,202</u>	<u>-</u>	<u>-</u>	<u>17,202</u>
At 31 March 2020	<u>565,077</u>	<u>8,257</u>	<u>118,818</u>	<u>692,152</u>
Accumulated Depreciation				
At 1 April 2019	442,681	7,939	115,006	565,626
Charge for year	<u>26,298</u>	<u>80</u>	<u>953</u>	<u>27,331</u>
At 31 March 2020	<u>468,979</u>	<u>8,019</u>	<u>115,959</u>	<u>592,957</u>
Net Book Value				
At 31 March 2020	<u>96,098</u>	<u>238</u>	<u>2,859</u>	<u>99,195</u>
At 31 March 2019	<u>105,194</u>	<u>318</u>	<u>3,812</u>	<u>109,324</u>

12 Debtors: Amounts falling due within one year

	2020 £	2019 £
VAT	904	465
Other Debtors	354	821
Prepayments	<u>1,653</u>	<u>1,776</u>
	<u>2,911</u>	<u>3,062</u>

Torfaen Museum Trust Ltd

Notes to the Accounts for the year ended 31 March 2020

13 Creditors: Amounts falling due within one year

	2020 £	2019 £
Trade and other creditors	612	3,268
Accruals and income in advance	<u>1,753</u>	<u>1,374</u>
	<u>2,365</u>	<u>4,642</u>

14 Restricted Funds

	At 1 April 2019 £	Income £	Expenditure £	Transfers £	At 31 March 2020 £
Accessions and Development Fund	428	-	(107)	-	321
Transformational Grant Welsh Government (MALD)	15,894	-	-	(15,894)	-
Association of Independent Museums	-	4,352	(2,300)	-	2,052
Federation small grants	-	<u>5,103</u>	<u>(9,828)</u>	<u>4,725</u>	-
	<u>16,322</u>	<u>9,455</u>	<u>(12,235)</u>	<u>(11,169)</u>	<u>2,373</u>

Accessions and Development Fund: This is used to fund the acquisition of artefacts and to provide match funding for grant-aided projects

Federation of Museums & Galleries of Wales: These grants are given on a competitive basis for museum & gallery projects and purchases for under £3,000

Association of Independent Museum (AIM): AIM gives grants for various museum Projects & Procedures including governance and sustainability for up to c. £5,000

Transformational Capital Grant given on a competitive basis for capital works in museums, archives & libraries by the Welsh Government, 2018-19 award for investing in energy saving resources

Previous year

	1 April 2018 £	Income £	Expenditure £	Transfer s £	31 March 2019 £
Accessions and Development fund	428	-	-	-	428
Federation small grants	-	2,025	(2,261)	236	-
Transformational Grant Welsh Government (MALD)	-	<u>15,894</u>	<u>-</u>	<u>-</u>	<u>15,894</u>
	<u>428</u>	<u>17,919</u>	<u>(2,261)</u>	<u>236</u>	<u>16,322</u>

Torfaen Museum Trust Ltd

Notes to the Accounts for the year ended 31 March 2020

15 Unrestricted funds

	At 1 April 2019 £	Income £	Expenditure £	Transfers £	At 31 March 2020 £
Designated funds	103,055	-	-	(9,870)	93,185
General funds	<u>24,337</u>	<u>106,130</u>	<u>(124,070)</u>	<u>21,039</u>	<u>27,436</u>
	<u>127,973</u>	<u>106,130</u>	<u>(124,070)</u>	<u>11,169</u>	<u>120,621</u>
<i>Previous year</i>					
	At 1 April 2018 £	Income £	Expenditure £	Transfers £	At 31 March 2019 £
Designated funds	22,034	86,528	-	(5,507)	103,055
General funds	<u>22,819</u>	<u>106,871</u>	<u>(110,624)</u>	<u>5,271</u>	<u>24,337</u>
	<u>44,853</u>	<u>193,399</u>	<u>(110,624)</u>	<u>(236)</u>	<u>127,392</u>

16 Analysis of Balance Sheet

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Tangible fixed assets	99,195	-	99,195
Net current assets	<u>21,426</u>	<u>2,373</u>	<u>23,799</u>
Total Net Assets	<u>120,621</u>	<u>2,373</u>	<u>122,994</u>
<i>Previous year</i>			
	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £
Tangible fixed assets	109,324	-	109,324
Net current assets	<u>18,068</u>	<u>16,322</u>	<u>34,390</u>
Total Net Assets	<u>127,392</u>	<u>16,322</u>	<u>143,714</u>

Torfaen Museum Trust Ltd

Notes to the Accounts for the year ended 31 March 2020

17. Comparative Statement of Financial Activities

	Unrestricted Funds	Restricted Funds	Total Funds 2019
Income and donations from:	£	£	£
Donations and legacies	5,092	-	5,092
Charitable activities	172,335	17,919	190,254
Other trading activities	5,455	-	5,455
Investments	-	-	-
Other Income	10,517	-	10,517
Total income and endowments	193,399	17,919	211,318
Resources Expended			
Raising funds	2,726	-	2,726
Charitable activities	107,898	2,261	110,159
Total expenditure	110,624	2,261	112,885
Net income (expenditure)	82,775	15,658	98,433
Transfers between funds	(236)	236	-
Net Movement in Funds	82,539	15,894	98,433
Reconciliation of Funds			
Balances brought forward	44,853	428	45,281
Balances carried forward	127,392	16,322	143,714

**CHARTERED ACCOUNTANTS' REPORT TO THE EXECUTIVE BOARD OF DIRECTORS
ON THE UNAUDITED FINANCIAL STATEMENTS OF
TORFAEN MUSEUM TRUST LIMITED
FOR THE YEAR ENDED 31 MARCH 2020**

In accordance with our terms of engagement and in order to assist you to fulfil your duties under the Companies Act 2006, we have compiled the Financial Statements of the Company for the year ended 31 March 2020 which comprise of the Income and Expenditure Account, the Balance Sheet and the related notes from the accounting records and information and explanations you have given to us.

This report is made to the Company's Board of Directors, as a body, in accordance with the terms of our engagement. Our work has been undertaken so that we might compile, report to the Company's Board of Directors that we have done so, and state those matters that we have agreed to state to them in this 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 Company and the Company's Board of Directors, as a body, for our work or for this Report.

We have carried out this engagement in accordance with technical guidance issued by the Institute of Chartered Accountants in England and Wales and have complied with the ethical guidance laid down by the Institute relating to Members undertaking the compilation of financial statements.

You have acknowledged on your Balance Sheet as at 31 March 2020 your duty to ensure that the Company has kept proper accounting records and to prepare Financial Statements that give a true and fair view under the Companies Act 2006. You consider that the Company is exempt from the statutory requirement for an audit for the year.

We have not been instructed to carry out an audit of the Financial Statements. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the Financial Statements.



Sarah Case FCA DChA

Azets Audit Services
Chartered Accountants
Waters Lane Chambers
1-3 Waters Lane
NEWPORT
NP20 1LA

Dated: 21 October 2020

Appendix A

Grants & Donations 2019-20 (other than regular funding)

Sincere thanks from the Trust to the following people and organizations that generously gave this year:

With finances and funds:

- The Wyfold Trust
- Torfaen County Borough Council
- Pontypool Community Council
- Cwmbran Community Council
- Croesyceiliog & Llanyrafon Community Council
- Federation of Museums & Galleries of Wales / MALD small grant scheme
- Association of Independent Museums, Hallmarks Scheme
- HH Judge David Morris
- Cllr Anthony Hunt, Cllr Norma Parrish & Cllr David Yeowell, Panteg Ward Cllrs, TCBC
- Cllr Gaynor James, Pontypool CC & TCBC
- Brecknock Museum, Brecon
- Ms Jantien Powell, Chapel Cottage Studios

Also with partnership help, time, support & advice:

- Rt Hon Lord Paul Murphy of Torfaen
- Hon Nick Thomas-Symonds MP
- Cllr Anthony Hunt, Leader, TCBC
- Cllr Richard Clark, Deputy Leader, TCBC
- Ms Rachel Jowitt, Chief Officer, Neighbourhoods, Planning & Public Protection Services, TCBC
- Volunteers Mrs Marion Williams, Mrs Janet McAllister, Mrs Maggie Evans
- The Free Press & South Wales Argus newspapers
- Members of the artREGEN Committee, Pontypool
- Mr Rhisiart Morcant & Yr Hyddgen Theatre Group
- The Lord Lt of Monmouthshire, Brigadier Robert Aitken CBE
- Colonel van Rees, the Regiment of the Royal Welsh
- Richard Davies, Curator & the volunteers of the Regimental Museum of the Royal Welsh, Brecon
- The Regimental Band of the Royal Welsh
- Richard Davies, Art tutor, Torfaen Art Groups
- Ms Lindsay Prosser, Ms Linda Brown & the Committee of the Pontypool Local History Society
- Mr Robin Williams
- Pontypool Park Estates, Dr J Hanbury-Tenison
- Ms Janine Reed, Fusion Officer, Torfaen & Caerphilly CBCs
- Dr R & Mrs K Organ
- Mrs Mamiko Markham
- Mrs Yvonne Jones
- Mrs Ann Mansell & Mrs Carol Whittaker, MALD, Welsh Government
- en plein air Judges: Mr Bev Harris, Ms Rosemary Thomson & Mrs Valerie Stewart
- Ms Susannah Fiennes
- Mrs Meg Gurney
- Mrs Patricia Clifford
- Mr Bev & Mrs Gill Harris
- Ms Louise Hook, TCBC & Mr D Mynott, Torfaen Dementia Support Group

Appendix B

Corporate Members & Sponsors of the Torfaen Museum Trust:

Dragon Fire & Security, Cardiff
Sight Support, Bradbury House
Pontypool Local History Society
Pontypool MIND
Pontypool Glazing
Vision Arts
Torfaen Art Groups

Torfaen Art Group (Factory)
Pontypool & District Art Club
Phil Anslow & Sons, Coach Hire, Garndiffaith
Pontnewynydd History Society
Viv Lewis @Salon 68
The Little Crown, Wainfelin
Torfaen Dementia Support Group

Appendix C

Additions to the Torfaen Museum Trust Collections April 2019 - March 2020

As compiled by Gill Topham, July 2020

47 people donated to the museum collections this year, including:

(Please note some donors do not wish to be identified and are listed as anonymous)

Item	Donor
• cap, Pontymoile RFC, 1898-99	Huw Miles
• Furnace goggles, Panteg steelworks	Bev Harris
• Portrait J S Lloyd 1917	C Williams
• asst'd domestic items	Ms J Day
• Pontypool RFC reserves, 1913-14 photograph	Mr D Jones
• WW1 framed 'Souvenir of Egypt' handkerchief	Mr B Higgs
• asst'd games & puzzles 1960s-1990s	anon
• art photographs, Big Pit machinery	Roger Polley
• asst'd ceramic items	Ms C Brangham
• domestic appliances C20th	P Evans
• BNS babywear items	Mrs G Hollingdale
• 2 x Dean's (Pontypool) Teddy Bears	Ms L Prosser
• sewing accessories C20th	Ms J Pearce
• Original art work by artist	Gill Harris
• Original art work by artist	Diane Richards
• Original art work by artist	Lynne Guy
• Original art work by artist	Bev Harris
• Asst'd commemorative china & glassware	Mr Terry Wilson
• dolls pushchair early C20th	anon
• Commemorative plate, Cwmffrwdoer Infant School	Mr D Lloyd
• 4 x Church Organisational banners	Noddfa Chapel
• draughtsman's drawing board	Ms Sylvia Jones
• Pisgah Chapel, Talywain, WW1 & 2 marble memorial	c/o Cllr C Tew
• 2 handed saw	Mr J Moore
• Aneroid barometer	Mrs B Robinson
• Various Commemorative coronation / jubilee ceramics	Ms J Bond
• slip rugs from Fowlers Stores, Pontypool	Ms R Derrick
• Medallion, Pontypool RFC	Mr B Harris
• Welsh scene , china plate	anon
• Commemorative china & asst'd items	Ms Gaynor Humphries
• Vaughan clock face, 'Pont pool'	Mr L Bishop

Appendix C

Additions to the Torfaen Museum Trust Collections April 2019 - March 2020 (continued)

• 2 wash dollie plungers	Ms C Docherty
• meat mincer	Ms Linda Brown
• brass trivet	Kerrie Dawson
• Pooler Supporters blazer	Janine Gulliford
• Irish drum	Mrs S Allford
• watercolour from en plein air 2018, donated by artist	Rosemary Thomson
• Commemorative Co-op teapot & lidded jug	Christine Britton
• asst'd model mining figures	ex- Tŷ Doli
• 2 x paintings by artists Keith Tracey & Michael Probert	purchased for collection
• silver box & badge	anon
• pair WW2 nylon stockings	Ms K James
• ladies scarves, local & commemorative	Mr G I Davies MBE
• 2 x Honours Boards, Pontypool Rotary Clubs	Mr & Mrs Warren

Appendix D

Additions to the Torfaen Trust Collections, Dobell-Moseley Library & Archive (DMLA)

April 2019 - March 2020

As compiled by Gill Topham, July 2020

Over 30 people donated to the DMLA collections this year, including:

(Please note some donors do not wish to be identified and are listed as anonymous)

Item	Donor
• various press cuttings	Huw Miles
• WW2 maps	Mr B Harris
• WW1 Army records & photographs of J Lloyd	Mrs C Williams
• Austin 7 book	Ms J Day
• Book: The Labour Party	anon
• asstd paperwork re. Abersychan Ironworks	Mr Gareth Jones
• photograph, Pontnewynydd Royal Blues 1928-29	Mr & Mrs Ellis
• various photographs, concert programme	Mrs P Williams
• various books, photographs, local correspondence	Mrs H Morgan
• various books, including WW1 Christmas Truce	Miss Simmonds
• book: 'The Unbeaten Lions'	Leighton Jones
• 1961 Pontypool Park programme RU 7-a-side	anon
• Photographs, Pysgah Baptist Church, Talywain	Cllr Chris Tew
• Talywain Co-op print by Ken Mapp	Mr D McKissock
• various books including 'The Ascent of Everest'	anon
• various pieces of local ephemera	Mr P Sweeting
• book - 'Charley's War'	Ms L Prosser
• various- Pontypool ephemera	Mr Iain Dewar
• photograph - aerial view of British School	Cllr Giles Davies
• wallpaper sample from miner's cottage	Mrs Merriman
• DVD: 'Paul Murphy - Peacemaker'	AJS Global
• various local prints	anon
• Book: 'Gwent Folk Tales'	Mrs C Watkins
• 50 x asst'd local studies books	Pontypool College Library

Appendix E – loans for display:

Many, many thanks to the following for their loans of artefacts:

For the Glantorfaen House display, geological specimens & items from the National Collection of Japanware, thank you to Amgueddfa Cymru / National Museums Wales

Thank you to Dr Jack Hanbury-Tenison and family for the loan of display items, including the stunning Pontypool House Japanware plaque for the visit of the Welsh Historic Gardens Society.

For our special First World War displays this year, thank you again to Mrs Janet McAllister & family, Mr Mike Tanner, Mr David Standing, Ms Valerie Wiltshire, Mr Paul Seabourne, Mrs Hazel Waters, Dr Edith Price and the Regimental Museum of the Royal Welsh, Brecon for the entire exhibition of 'First Out, Home at Last, 1914-1919' the story of the local 2nd Monmouthshire Regiment in WW1 and their peacekeeping afterwards.

For our Japanware Gallery our thanks to Mr Robin Williams, Llanfoist, who has kindly loaned some items from his private collection on a temporary basis as well as bringing many pieces of Japanware to be viewed and admired at the Japanware Evening on 1 November 2019

Many, many thanks indeed to Mrs Mamiko Markham for the loans of her precious Kimonos (including her own wedding Kimono), dolls and other artefacts for our Welsh Museums Festival 'Japan Week'.

To Dr Robert Organ & Mrs Kazuko Organ who also loaned photographs and artefacts for the Japan Week displays and Kazuko's father, Mr Kobashi who loaned us his beautiful examples of Japanese calligraphy.

Special thanks are also due to the Japanese Embassy in London, who freely loaned a large box of their educational and replica artefacts, photographs, Kimonos & Hapi coats for our Japan Week (Welsh Museums Festival) too.