



# Trustees' Annual Report for the period

Period start date  
From 1 January 2018 To 31 December 2018  
Period end date

## Section A Reference and administration details

Charity name Deal Maritime and Local History Museum

Other names charity is known by

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 (if any)
1	Robert Acton		Until 20 July 2018	
2	Madylene Beardmore		16 May 2018 to present	
3	David Hossack			
4	Kathy Hostettler			
5	Sheila Legg			
6	David Graeme Thornton White	Secretary	16 May 2018 to present	
7	Quentin Withall	Chair		
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### 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)

--

## 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 increased, including an increase in the number of children which was largely attributable to participating in the County-wide 'Wheels Of Time' scheme;
- We ensured that the buildings remain fit for purpose by maintenance work including the replacement of windows which were leaking;
- Some permanent exhibitions were refreshed and reorganised, including a new Royal Marines exhibition which was launched by the Lord Warden of the Cinque Ports and the Commandant General of the Royal Marines, with associated publicity;
- Grants were obtained to conserve the museum's recently acquired photographic archive;
- The cataloguing of the library was completed, enabling the use of the facility by researchers;
- A virtual tour was installed for a part of the museum which some people are unable to access due to stairs;
- Engagement with local and national heritage events was extended with lectures being given at history meetings to promote the museum and an innovative creative writing partnership started.

## 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.

## 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)

David Graeme Thornton White

Position (eg Secretary, Chair, etc)

Secretary

Date

20 August 2019

Date: 05/03/2019

Time: 13:56:59

**Deal Maritime & Local History Museum**

Page: 1

**Profit and Loss**

From: Month 1, January 2018  
To: Month 12, December 2018

**Chart of Accounts:**

Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
<b>Sales</b>			
Donations	8,527.17	8,527.17	
Grants	1,800.00	1,800.00	
Fund Generation - Fund Raising	1,984.14	1,984.14	
Other Income	572.88	572.88	
	12,884.19		12,884.19
<b>Purchases</b>			
Charitable Expenditure - Grants Payable	1,136.34	1,136.34	
	1,136.34		1,136.34
<b>Direct Expenses</b>			
Charitable Expenditure - Stock for Charity Shop	255.27	255.27	
Cost of Fund Generation - Fund Raising	3,462.89	3,462.89	
	3,718.16		3,718.16
<b>Gross Profit/(Loss):</b>	<u>8,029.69</u>		<u>8,029.69</u>
<b>Overheads</b>			
Support Costs - Rent and Rates	157.90	157.90	
Support Costs - Heat, Light and Power	599.00	599.00	
Support Costs - Printing and Stationery	162.27	162.27	
Support Costs - Telephone and Computer	643.07	643.07	
Support Costs - Maintenance	2,889.91	2,889.91	
Support Costs - General Expenses	807.84	807.84	
Management & Admin - Gross Wages	15.00	15.00	
Management & Admin - Professional Fees	27.45	27.45	
	5,302.44		5,302.44
<b>Net Profit/(Loss):</b>	<u>2,727.25</u>		<u>2,727.25</u>

Date: 05/03/2019  
Time: 14:06:28

**Deal Maritime & Local History Museum**  
**Balance Sheet**

Page: 1

From: Month 1, January 2018  
To: Month 12, December 2018

**Chart of Accounts:**

Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
<b>Fixed Assets</b>			
		0.00	0.00
<b>Current Assets</b>			
Deposits and Cash	2,277.31	9,798.07	
Bank Account	449.94	17,205.88	
	2,727.25		27,003.95
<b>Current Liabilities</b>			
Creditors : Short Term	0.00	(0.30)	
		0.00	(0.30)
<b>Current Assets less Current Liabilities:</b>	2,727.25		27,004.25
<b>Total Assets less Current Liabilities:</b>	2,727.25		27,004.25
<b>Long Term Liabilities</b>			
Creditors : Long Term	0.00	6,500.00	
		0.00	6,500.00
<b>Total Assets less Total Liabilities:</b>	2,727.25		20,504.25
<b>Capital &amp; Reserves</b>			
Funds	0.00	17,777.00	
P & L Account	2,727.25	2,727.25	
	2,727.25		20,504.25