

**GODALMING MUSEUM TRUST**  
**(A Company Limited by Guarantee)**

**REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2015**

**Company Registered No. 1968010**

**Roffe Swayne**  
**Chartered Accountants**  
**Ashcombe Court**  
**Woolsack Way**  
**Godalming**  
**Surrey**  
**GU7 1LQ**

FRIDAY



A14      \*A4I5ZLCG\*      #443  
16/10/2015  
COMPANIES HOUSE

**GODALMING MUSEUM TRUST**  
**(A Company Limited by Guarantee)**

**(Company Registered Number 1968010)**

**REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2015**

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**GODALMING MUSEUM TRUST**  
**(A Company Limited by Guarantee)**

**(Company Registered Number 1968010)**

**REPORT OF THE TRUSTEES**

**FOR THE YEAR ENDED 31 MARCH 2015**

The Trustees present their Report and the Financial Statements for the year ended 31 March 2015.

**CONSTITUTION AND PRINCIPAL ACTIVITY**

Godalming Museum is a company limited by guarantee (Memorandum of Association dated 4 November 1985) and is a registered charity. The principal activity of the Company is the provision of museum facilities in Godalming for the public benefit.

**TRUSTEES:**

The Trustees at the end of the year under review were:

A J Bott, OBE, MA, FSA (Chairman)  
D J Coombs  
Lady Forbes  
M R Goodridge, MBE, LL.B.  
Mrs C Gordon-Smith (Representing Godalming Town Council)  
M Hartnall, FCA  
Mrs M E Heath-Bullock  
Rt Hon Jeremy Hunt, MA, MP  
Dr T D Kennea, R.D., M.Sc.  
M More-Molyneux, D.L.  
J Parsons, BA, LRAM, ARCM (Representing Charterhouse)  
A Taylor-Smith, BA (Representing Waverley Borough Council)  
A Kelly, FCA (appointed 2 July 2014)

**Secretary:** Simon Vere Nicoll, LL.B

**Treasurer:** Mr A Kelly, FCA  
Roffe Swayne  
Ashcombe Court  
Woolsack Way  
Godalming  
Surrey, GU7 1LQ

**Registered Office:** Beaufort House  
Chertsey Street  
Guildford  
Surrey, GU1 4 HA

**Independent Examiner:** Mr P J Osborne FCA  
Osbornes Accountants Limited  
20 Market Place  
Kingston Upon Thames  
Surrey  
KT1 1JP

**Solicitors:** Clyde & Co  
Beaufort House  
Chertsey Street  
Guildford  
Surrey, GU1 4HA

**Bankers:** HSBC Bank Plc  
110 High Street  
Godalming  
Surrey, GU7 1DP

**GODALMING MUSEUM TRUST  
(A Company Limited by Guarantee)**

**(Company Registered Number 1968010)**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2015**

**Registered Charity No:** 292155

**Registered Museum No:** 255

**Review of Progress and Achievements  
2014 – 2015**

**Trustees**

The Trustees sadly accepted the resignation of David Coombs. David is the foremost expert in Winston Churchill's paintings and his commitment to commemorative exhibitions and events this year made it impossible for him to continue as a Trustee. David was one of the founders of Godalming Museum Trust, serving as Deputy Chairman, as Chairman of the Library Committee and as the Collections Trustee. His wise advice and his enthusiastic support of the museum and its activities will be greatly missed, as will his extensive knowledge of Godalming past and present and his expertise in the wider world of museums and art.

The Trustees are pleased to welcome Tony Kelly and William Edwards as new Trustees.

**Accreditation**

The museum was invited to reapply for accreditation by the Arts Council in the autumn, and after working its way through the application process was proud to be awarded full accreditation at the beginning of April.

**Collections**

429 items were added to the collections during 2014, consisting of 155 photographs, 123 documents, 125 objects (mostly pieces of ephemera including local history notes and pamphlets) and 26 books. Accessions included a collection of documents and photographs collected over many years by David Coombs and now kindly donated to the museum.

The Museum was delighted to be able to purchase a series of stained glass windows created by Farncombe based Surrey Artist of the Year, Rachel Mulligan. Inspired by Medieval Books of Hours, the windows record a year on the George Road Allotments in Farncombe and will be displayed in the new Living Landscape Gallery. This purchase was made possible by grants from the Victoria and Albert Museum Purchase Grant Fund, Mike and Kathy Smyth and Councilor Peter Martin's Community Fund, by generous private donations and by the fundraising efforts of our volunteers who held plant sales, made jam and organized talks, visits and events. The Museum is extremely grateful to them all.

Oral history recording has continued, led by volunteer Gavin Maclachlan and focusing on the exhibition about Paine's knitwear factory which is planned for August 2015. The museum continues to benefit from the input of students volunteering as part of their Duke of Edinburgh awards and transcribing oral history interviews.

**Care of Collections**

The museum was fortunate this year to be able to carry out two significant conservation projects. The plans and drawings for the "New Municipal Buildings, Godalming" by Arthur Halcrow Verstage, dating from 1898 – 1901, were conserved with a grant of £2,708.50 from the Association of Independent Museums Pilgrim Trust Conservation Grants Scheme. The Museum Trust paid for their framing and the drawings were displayed over the summer as part of the exhibition celebrating the bicentenary of the Pepperpot.

John Collier's portrait of T H Huxley, an important feature of the Peoples Gallery at the museum, was conserved with a grant of £2,000 from the Barbara Whatmore Trust.

**GODALMING MUSEUM TRUST**  
**(A Company Limited by Guarantee)**

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**REPORT OF THE TRUSTEES**

**FOR THE YEAR ENDED 31 MARCH 2015 (continued)**

**Education**

820 pupils visited the museum in school groups, or attended talks and object handling sessions in their schools, and guided walks around the town given by the Curator and museum volunteers Anne Concanen and Hugh Turrall-Clarke. Schools from across the borough used the loan box service.

Anne and Alison took part in *Learning on My Doorstep*, a project set up by the Surrey Museums Consultative Committee (now the Surrey Museums Partnership) to help museum education staff review and improve their education services in the light of the new curriculum. As a result of this we are planning a new service, with a focus on local history which will meet the needs of the new curriculum by offering resources about Jack Phillips and Gertrude Jekyll (students need to study significant local characters and events), as well as covering prehistory, Romans, Anglo Saxons and local history. The new service will be launched in September 2015.

**First World War Centenary**

The museum marked the centenary of the outbreak of the First World War with an exhibition by the Godalming Quakers, *Peacemakers in War, and Now* and with *The Poppy Trail*, a trail around the museum highlighting objects and people involved in the war. The museum intends to hold an exhibition on a wartime theme in each year of the centenary. In 2015 our exhibition was about the army camps at Witley and was curated by archaeologist, local historian and author John Janaway. Since being displayed at the museum, this exhibition has also been on show at the Milford Fete and at the Clockhouse day centre in Milford. It will be on display again for a study day on First World War sources held at the Surrey History Centre and as part of a Borough-wide event for Heritage Weekend. The museum is also contributing each month to a Godalming Town Council display giving a month by month history of the war on panels at the Peppercot, in the Parish Church and at Farncombe Day Centre.

**Events**

The museum organised a programme of events and lectures, which were promoted to the general public as well as to members of the Museum Trust and the Godalming Trust. In addition museum volunteers and the Curator attended local groups to give talks on request. Local groups have also visited the museum for guided tours led by the Curator and by museum volunteers.

|     |                                                                                                                                                                                                                                                                              |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Apr | <b>Visit to Oxford</b> led by Alan Bott.                                                                                                                                                                                                                                     |
| May | <b>Flag day</b> , High Street and supermarkets.                                                                                                                                                                                                                              |
| Jun | The museum had a stall at the <b>Godalming Fete</b> .                                                                                                                                                                                                                        |
| Jul | The <b>summer lunch</b> was held in the Great Barn at Nurscombe Farm. The museum is very grateful to Mrs Jane Fairbank for this opportunity to enjoy the beautiful buildings, garden <b>and surroundings</b> .                                                               |
| Sep | <b>Flag day</b> , Secrets in Milford.<br>As usual, the museum supported <b>Heritage Open Days</b> , handling the ticketing for those properties where numbers were restricted and opening additionally on the Sunday.                                                        |
| Oct | Commander Susan Lochner DL RN (retired) Deputy Lord Lieutenant of Surrey formally opened the museum's <b>Poppy Trail</b> .<br>Talk, <b>The Arts in Godalming - Music; Ralph Vaughan Williams OM and Surrey</b> , by Robin Wells – Former Directory of Music at Charterhouse. |
| Nov | Talk, <b>The Arts in Godalming - The Art of Topiary</b> , by James Crebbin-Bailey – Award winner RHS Chelsea.<br>The museum had a stall at the fair to mark the switching on of the <b>Christmas Lights</b> .                                                                |
| Dec | The museum had a stall at the <b>Mayor's Christmas Fair</b> .                                                                                                                                                                                                                |
| Jan | Talk, <b>The Arts in Godalming - Architecture: from Surrey to New Delhi, a journey with Sir Edwin Lutyens OM</b> , by Martin Lutyens, Chairman of the Lutyens Trust                                                                                                          |
| Mar | Talk, <b>The Arts in Godalming - Art: G F Watts OM and Mary Seton Watts – Their Life and Work in Surrey</b> , by Nick Tromans, Curator of the Watts Gallery.                                                                                                                 |

**GODALMING MUSEUM TRUST  
(A Company Limited by Guarantee)**

**(Company Registered Number 1968010)**

**REPORT OF THE TRUSTEES**

**FOR THE YEAR ENDED 31 MARCH 2015 (continued)**

**Exhibitions**

|           |                                                                                                         |
|-----------|---------------------------------------------------------------------------------------------------------|
| Apr       | <b>Redivivus</b> , textile and embroidery exhibition.                                                   |
| Apr-May   | <b>Memento Mori</b> , the social history of death and burial in Godalming.                              |
| May - Jun | <b>The Distractionists</b> art exhibition.                                                              |
| Jun - Jul | <b>Peacemakers in War and now</b> , the Quaker experience of war.                                       |
| Jul       | <b>Godalming Photographic Club</b> annual show.                                                         |
| Aug       | <b>Happy Birthday Pepperpot</b> celebrating the bicentenary of Godalming's Old Town Hall.               |
| Sep       | <b>Studio 12</b> , art exhibition.                                                                      |
| Sep-Oct   | <b>Value What We Have</b> , art exhibition.                                                             |
| Oct - Dec | <b>Cards for Good Causes</b> .                                                                          |
| Jan-Mar   | <b>Witley Camp</b> the archaeology and history of the First World War army camps at Milford and Witley. |
| Mar       | <b>The work of Joan Painter</b> , art exhibition.                                                       |

**Governance**

The Health and Safety committee met regularly through the year and conducted periodic inspections. The Museum Management Committee met every three months and the Trustees in July and January.

**Marketing and publicity**

The museum is grateful to all the volunteers who help with marketing and publicity: Jacky Beale issued regular press releases; Hugh Turrall-Clarke, assisted by Jan Frankcom kept the museum website up to date and Yvonne Burley oversaw the production of the biannual museum newsletter.

Over the year Hugh Turrall-Clarke added a great deal of material to the website, much of it resources which can be viewed on line, including historical photographs of the town, among them the 1961 photographic survey of the High Street.

**Shop**

The museum's shop continued to provide valuable support to the work of the museum, both financially and as a visitor service, with the shop manager putting in a great deal of hard work to stock and staff museum stalls at town events and to make sure that suitable stock was available for group and school visits.

**Staff**

|                        |                         |
|------------------------|-------------------------|
| Curator:               | Alison Pattison         |
| Volunteer Coordinator: | Angela Terelak          |
| Archivist:             | Shirley Dixon           |
| Gardener:              | Patricia Liechti Clarke |
| Cleaners               | RKF Cleaning            |

For all other aspects of its work, the museum depends on, and is deeply grateful for, the hard work and good will of its team of over 80 volunteers. Those involved both directly with our visitors and behind the scenes generously give their time and expertise to the practical day-to-day operation of the museum, to the development of its services and to its financial viability.

Three volunteer training sessions were held during the year.

**Visitors**

Visitor numbers for 2014/15 were 15,459 compared with 15,769 the previous year.

**In conclusion, the Trustees wish to thank Waverley Borough Council, Godalming Town Council, the Friends of the Museum, our volunteers and other supporters for their continuing help. Our task would have been much more difficult without their financial and other contributions.**

**GODALMING MUSEUM TRUST  
(A Company Limited by Guarantee)**

**(Company Registered Number 1968010)**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2015**

**REVIEW OF FINANCIAL ACTIVITIES AND AFFAIRS**

Over the year, the Trust's assets rose from £105,865 to £106,030 (as per the Balance Sheet on page 7), although £12,715 of these are ring-fenced for specific Restricted Funds. This means that the assets available to meet our future needs at the year end were £93,315.

There was a small deficit in General Funds of £1,027 from day-to-day activities during the year (as per the Statement of Financial Activities on page 6) and a rise of £4,992 in the value of the Trust's investments. This has resulted in a modest increase in our "free reserves" of £3,336.

In addition it should be remembered that the value of the Trust's investments move up and down depending on general investment and economic conditions, so we cannot assume that these will remain at this value in future periods.

We are grateful for the continued financial support of both Waverley Borough Council and Godalming Town Council, with the latter's contributions being used towards the cost of the volunteer co-ordinator as in previous years.

We have also continued to receive funds for the Stained Glass Window project, and also received monies towards specific conservation projects within the Museum. All of these sums are very much appreciated.

Refreshments and shop sales were slightly down on the previous year due to an overall lower footfall. The Trustees are actively considering ways of increasing this again in the coming months.

On the expenditure side the costs of maintaining the Museum continue to be challenging but generally under control, and Trustees are continuing to monitor expenses closely.



**A J BOTT**

**Chairman of the Trustees**

*22 September 2015*

**Date**

**GODALMING MUSEUM TRUST**

**STATEMENT OF FINANCIAL ACTIVITIES  
(Incorporating Income and Expenditure Account)**

**FOR THE YEAR ENDED 31 MARCH 2015**

|                                                                            | <b>General<br/>Funds</b> | <b>Restricted<br/>Funds</b> | <b>Total<br/>2015</b> | <b>Total<br/>2014</b> |
|----------------------------------------------------------------------------|--------------------------|-----------------------------|-----------------------|-----------------------|
|                                                                            | <b>£</b>                 | <b>£</b>                    | <b>£</b>              | <b>£</b>              |
| <b>INCOME RESOURCES</b>                                                    |                          |                             |                       |                       |
| <b>Incoming Resources from general funds – voluntary income:</b>           |                          |                             |                       |                       |
| <b>Grants from Public Bodies</b>                                           |                          |                             |                       |                       |
| Waverley Borough Council                                                   | 3,960                    | -                           | 3,960                 | 1,800                 |
| Godalming Town Council - general                                           | 5,000                    | -                           | 5,000                 | 4,600                 |
| Godalming Town Council - additional                                        | -                        | -                           | -                     | 2,000                 |
| Surrey County Council                                                      | -                        | -                           | -                     | 2,000                 |
| <b>Other Donations and grants</b>                                          |                          |                             |                       |                       |
| Subscriptions to Friends of the Museum                                     | 4,229                    | -                           | 4,229                 | 3,410                 |
| General donations and grants                                               | 5,191                    | 15,047                      | 20,238                | 15,949                |
| Related tax recoverable                                                    | 2,652                    | 20                          | 2,672                 | 1,964                 |
| <b>Activities for generating funds:</b>                                    |                          |                             |                       |                       |
| Lettings and exhibitions                                                   | 357                      | -                           | 357                   | 940                   |
| Godalming Museum Sales contribution                                        | 9,367                    | -                           | 9,367                 | 9,486                 |
| Fundraising                                                                | 6,232                    | -                           | 6,232                 | 12,315                |
| Other income                                                               | 4,745                    | -                           | 4,745                 | 4,570                 |
| <b>Investment Income:</b>                                                  |                          |                             |                       |                       |
| Bank interest & other investment income                                    | <u>1,028</u>             | <u>-</u>                    | <u>1,028</u>          | <u>21</u>             |
| <b>TOTAL INCOMING RESOURCES</b>                                            | <u>42,761</u>            | <u>15,067</u>               | <u>57,828</u>         | <u>59,055</u>         |
| <b>RESOURCES EXPENDED</b>                                                  |                          |                             |                       |                       |
| <b>Charitable Expenditure:</b>                                             |                          |                             |                       |                       |
| Archiving, cataloguing & conservation                                      | 6,811                    | -                           | 6,811                 | 3,704                 |
| Project expenditure                                                        | -                        | 18,799                      | 18,799                | -                     |
| Operating costs                                                            | <u>30,924</u>            | <u>68</u>                   | <u>30,992</u>         | <u>35,982</u>         |
|                                                                            | <u>37,735</u>            | <u>18,867</u>               | <u>56,602</u>         | <u>39,686</u>         |
| <b>Cost of generating funds:</b>                                           |                          |                             |                       |                       |
| Fundraising costs                                                          | 4,360                    | -                           | 4,360                 | 4,334                 |
| Cost of goods sold                                                         | <u>1,189</u>             | <u>-</u>                    | <u>1,189</u>          | <u>1,282</u>          |
|                                                                            | <u>5,549</u>             | <u>-</u>                    | <u>5,549</u>          | <u>5,616</u>          |
| <b>Governance costs:</b>                                                   |                          |                             |                       |                       |
| Independent examiner's fee                                                 | <u>504</u>               | <u>-</u>                    | <u>504</u>            | <u>480</u>            |
|                                                                            | <u>43,788</u>            | <u>18,867</u>               | <u>62,655</u>         | <u>45,782</u>         |
| <b>Net (expenditure)/income for the year before other recognised gains</b> | (1,027)                  | (3,800)                     | (4,827)               | 13,273                |
| <b>Other recognised gains:</b>                                             |                          |                             |                       |                       |
| Unrealised gains on revaluation of investments                             | <u>4,992</u>             | <u>-</u>                    | <u>4,992</u>          | <u>4,523</u>          |
|                                                                            | 3,965                    | (3,800)                     | 165                   | 17,796                |
| <b>Net movement in funds before transfers</b>                              |                          |                             |                       |                       |
| Transfers between funds                                                    | <u>(629)</u>             | <u>629</u>                  | <u>-</u>              | <u>-</u>              |
| <b>Net movement in funds after transfers</b>                               | 3,336                    | (3,171)                     | 165                   | 17,796                |
| <b>Total funds brought forward</b>                                         | <u>89,979</u>            | <u>15,886</u>               | <u>105,865</u>        | <u>88,069</u>         |
| <b>TOTAL FUNDS CARRIED FORWARD</b>                                         | <u>93,315</u>            | <u>12,715</u>               | <u>106,030</u>        | <u>105,865</u>        |

**GODALMING MUSEUM TRUST**  
**(Company Registered Number 1968010)**  
**BALANCE SHEET AT 31 MARCH 2015**

|                                                        | Notes         | 2015<br>£        | 2014<br>£        |
|--------------------------------------------------------|---------------|------------------|------------------|
| <b>FIXED ASSETS</b>                                    |               |                  |                  |
| Investments                                            | (2)           | <u>74,815</u>    | <u>58,810</u>    |
| <b>CURRENT ASSETS</b>                                  |               |                  |                  |
| <b>Debtors:</b>                                        |               |                  |                  |
| Amounts due from Godalming Museum Sales                | 9,335         | 9,637            |                  |
| Income tax recoverable                                 | 2,205         | 1,964            |                  |
| Prepayments                                            | <u>2,435</u>  | <u>2,058</u>     |                  |
|                                                        | <u>13,975</u> | <u>13,659</u>    |                  |
| <b>Cash at bank and in hand:</b>                       |               |                  |                  |
| Charities Aid Foundation accounts                      | 8,153         | 21,808           |                  |
| Savings Account                                        | 1,265         | 191              |                  |
| Current Account                                        | 8,821         | 13,337           |                  |
| Cash in hand                                           | <u>50</u>     | <u>-</u>         |                  |
|                                                        | <u>18,289</u> | <u>35,336</u>    |                  |
|                                                        |               | 32,264           | 48,995           |
| <b>CREDITORS: Amounts falling due within one year:</b> |               |                  |                  |
| Creditors and accruals                                 |               | <u>1,049</u>     | <u>1,940</u>     |
| <b>NET CURRENT ASSETS</b>                              |               | <u>31,215</u>    | <u>47,055</u>    |
| <b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>           |               | £ <u>106,030</u> | £ <u>105,865</u> |
| Represented by:                                        |               |                  |                  |
| <b>FUNDS</b>                                           |               |                  |                  |
| Unrestricted General Fund                              | (4)           | 93,315           | 89,979           |
| Restricted Funds                                       | (5)           | <u>12,715</u>    | <u>15,886</u>    |
|                                                        |               | £ <u>106,030</u> | £ <u>105,865</u> |

**GODALMING MUSEUM TRUST**

**(Company Registered Number 1968010)**

**BALANCE SHEET AT 31 MARCH 2015**

(continued)

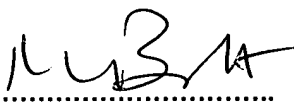
For the year ending 31 March 2015 the Company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with Section 476 of the Companies Act 2006.

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

Approved on behalf of the Trustees on ..... 22 September 2015

A J BOTT

..... 

A KELLY

..... 

**GODALMING MUSEUM TRUST  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2015**

**NOTE 1**

**ACCOUNTING POLICIES**

**Accounting Convention**

The Financial Statements have been prepared under the Historical Cost Convention, as modified by the valuation of the Company's Fixed Asset Investments, and are in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011, and the requirement of the Statement of Recommended Practice: 'Accounting by Charities' (March 2005).

**Fixed Asset Investment**

The Company's Fixed Asset Investments have been valued at the quoted bid price for the units on the balance sheet date.

**Restricted Funds**

Monies received for specific purposes are classified as Restricted Funds and related expenditure is charged to those specific funds.

**Capitalisation of Fixed Assets**

The exhibits and collection of assets which are owned by the Museum for public display have not been capitalised in the Balance Sheet, whether or not they have been purchased or donated to the Museum. Any items purchased are paid for out of the general funds of the Company or by way of funds specifically received for such purpose.

The Trustees consider that all such assets are of historical importance and form a collection of artistic or scientific works for the benefit of the community as a whole and as such, there is no intention to dispose of any of the assets in question.

The provision in these Accounts of the nature and value of such assets is considered by the Trustees to be prejudicial to the efficient working of the charity.

**NOTE 2**

**INVESTMENTS**

|                                                          | 2015<br>£     | 2014<br>£     |
|----------------------------------------------------------|---------------|---------------|
| Schroders Charity Equity Fund<br>3527.8346 units         | 30,953        | 28,519        |
| Schroders Charity Fixed Interest Fund<br>4143.8754 units | 18,904        | 16,721        |
| CAF Bond Income Fund                                     | 14,331        | 13,570        |
| CAF Equitrak Fund                                        | 10,627        | -             |
|                                                          | <hr/>         | <hr/>         |
| <b>Market Value as at 31 March 2015</b>                  | <b>74,815</b> | <b>58,810</b> |
|                                                          | <hr/>         | <hr/>         |

All investments are in common or collective investment schemes registered in the UK.

**GODALMING MUSEUM TRUST**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2015**  
(continued)

**NOTE 3**

**ANALYSIS OF NET ASSETS BETWEEN FUNDS**

|                             | Investments | Net Current<br>Assets | Totals  |
|-----------------------------|-------------|-----------------------|---------|
|                             | £           | £                     | £       |
| <b>Restricted Funds</b>     |             |                       |         |
| Jekyll Digitisation Project | -           | 5,000                 | 5,000   |
| Sir Kenneth Clucas Legacy   | -           | 7,715                 | 7,715   |
|                             | <hr/>       | <hr/>                 | <hr/>   |
|                             | -           | 12,715                | 12,715  |
| <b>Unrestricted Funds</b>   | 74,815      | 18,500                | 93,315  |
|                             | <hr/>       | <hr/>                 | <hr/>   |
|                             | 74,815      | 31,215                | 106,030 |
|                             | <hr/>       | <hr/>                 | <hr/>   |

**NOTE 4**

**UNRESTRICTED GENERAL FUND**

|                                              | 2015<br>£ | 2014<br>£ |
|----------------------------------------------|-----------|-----------|
| Balance at 1 April 2014                      | 89,979    | 85,583    |
| Add:                                         |           |           |
| Transfer from Unrestricted Special Funds     | -         | 7,807     |
| Transfer from Restricted Funds               | (629)     | (15,450)  |
| Transfer from Income and Expenditure Account | (1,027)   | 7,516     |
| Unrealised Gain on Investment                | 4,992     | 4,523     |
|                                              | <hr/>     | <hr/>     |
| Balance at 31 March 2015                     | 93,315    | 89,979    |
|                                              | <hr/>     | <hr/>     |

**GODALMING MUSEUM TRUST**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2015**  
(continued)

**NOTE 5**

**RESTRICTED FUNDS**

|                                             | Happy Museum<br>Project | Jekyll<br>Digitisation<br>Project | Thomas Huxley<br>Conservation | Sir Kenneth<br>Clucas Legacy | Verstage<br>Conservation | Stained glass<br>Project | TOTAL   |
|---------------------------------------------|-------------------------|-----------------------------------|-------------------------------|------------------------------|--------------------------|--------------------------|---------|
|                                             | £                       | £                                 | £                             | £                            | £                        | £                        | £       |
| <b>INCOMING RESOURCES</b>                   |                         |                                   |                               |                              |                          |                          |         |
| Grants from Public Bodies                   |                         |                                   |                               |                              |                          |                          |         |
| Grants and donations                        | 68                      | -                                 | 2,000                         | -                            | 2,708                    | 10,291                   | 15,067  |
| <b>RESOURCES EXPENDED</b>                   |                         |                                   |                               |                              |                          |                          |         |
| Project expenditure                         | 68                      | -                                 | 2,120                         | 1,171                        | 2,708                    | 12,800                   | 18,867  |
|                                             | <hr/>                   | <hr/>                             | <hr/>                         | <hr/>                        | <hr/>                    | <hr/>                    | <hr/>   |
| Net outgoing<br>Resources                   | -                       | -                                 | (120)                         | (1,171)                      | -                        | (2,509)                  | (3,800) |
| Balance brought forward<br>at 1 April 2014  | -                       | 5,000                             | -                             | 8,886                        | -                        | 2,000                    | 15,886  |
|                                             | <hr/>                   | <hr/>                             | <hr/>                         | <hr/>                        | <hr/>                    | <hr/>                    | <hr/>   |
|                                             | -                       | 5,000                             | (120)                         | 7,715                        | -                        | (509)                    | 12,086  |
| Transfers from general funds                | -                       | -                                 | 120                           | -                            | -                        | 509                      | 629     |
|                                             | <hr/>                   | <hr/>                             | <hr/>                         | <hr/>                        | <hr/>                    | <hr/>                    | <hr/>   |
| Balance carried forward<br>at 31 March 2015 | -                       | 5,000                             | -                             | 7,715                        | -                        | -                        | 12,715  |
|                                             | <hr/>                   | <hr/>                             | <hr/>                         | <hr/>                        | <hr/>                    | <hr/>                    | <hr/>   |

**GODALMING MUSEUM TRUST  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2015  
(continued)**

**NOTE 6**

**CAPITAL COMMITMENTS**

The Trust has no outstanding capital commitments.

**NOTE 7**

**TRUSTEES REMUNERATION AND EXPENSES**

No remuneration was paid to any of the Trustees nor are any expenses reimbursed to them for their services to the Trust during the year (2014 – None).

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF GODALMING MUSEUM TRUST

I report on the accounts of the Charity for the year ended 31 March 2015 which are set out on pages 7 to 13.

### Respective responsibilities of Trustees and Examiner

As the Charity's Trustees you 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 company law and is eligible for independent examination it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commissioner under section 145(5)(b) of the 2011 Act); and
- 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 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 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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.



P J Osborne FCA  
Osbornes Accountants Limited  
20 Market Place  
Kingston Upon Thames  
Surrey  
KT1 1JP

Date 22/9/15

**GODALMING MUSEUM TRUST**  
**INCOME AND EXPENDITURE ACCOUNT – UNRESTRICTED FUNDS**  
**FOR THE YEAR ENDED 31 MARCH 2015**

| <b>INCOME</b>                                        | <b>2015</b>           | <b>2014</b>         |
|------------------------------------------------------|-----------------------|---------------------|
|                                                      | <b>£</b>              | <b>£</b>            |
| Grants and donations:                                |                       |                     |
| Waverley Borough Council                             | 3,960                 | 1,800               |
| Godalming Town Council                               | 5,000                 | 4,600               |
| Other grants                                         | -                     | 2,000               |
| General donations                                    | <u>5,191</u>          | <u>4,924</u>        |
|                                                      | 14,151                | 13,324              |
| Friends' subscriptions                               | 4,229                 | 3,410               |
| Godalming Museum sales                               | 9,367                 | 9,486               |
| Income tax recoverable under Gift Aid                | 2,652                 | 1,964               |
| Fundraising events                                   | 6,232                 | 12,315              |
| Less: expenses                                       | <u>(4,360)</u>        | <u>(4,334)</u>      |
|                                                      | 1,872                 | 7,981               |
| Sales of refreshments                                | 2,505                 | 2,649               |
| Less: expenses                                       | <u>(1,189)</u>        | <u>(1,282)</u>      |
|                                                      | 1,316                 | 1,367               |
| Lettings and exhibitions                             | 357                   | 940                 |
| Bank and other deposit interest                      | 15                    | 21                  |
| Income from investments                              | 1,013                 | -                   |
| Corporate donations                                  | 1,600                 | 1,800               |
| Other income                                         | <u>640</u>            | <u>121</u>          |
|                                                      | 37,212                | 40,414              |
| <b>LESS: EXPENDITURE</b>                             |                       |                     |
| Rent (net of grant)                                  | 2,220                 | 2,580               |
| Water, electricity, telephone and internet           | 3,693                 | 5,362               |
| Volunteer co-ordinator                               | 6,900                 | 6,900               |
| Repairs and maintenance                              | 3,280                 | 1,697               |
| Archiving, cataloguing and conservation              | 6,811                 | 3,550               |
| Insurance                                            | 1,303                 | 610                 |
| Security                                             | 3,026                 | 2,268               |
| Garden                                               | 1,120                 | 1,285               |
| Independent examiner's fees                          | 504                   | 480                 |
| Cleaning and waste disposal                          | 4,490                 | 4,036               |
| Library and administration                           | 886                   | 936                 |
| Publicity and newsletter                             | 1,204                 | 680                 |
| Equipment                                            | 588                   | -                   |
| Parking costs                                        | 1,700                 | -                   |
| Exhibitions                                          | -                     | 739                 |
| Subscriptions                                        | 105                   | 135                 |
| Services for schools and other children's activities | -                     | 169                 |
| Education and training                               | 208                   | -                   |
| Improvements to building, displays & galleries       | -                     | 249                 |
| Website costs                                        | -                     | 1,068               |
| Miscellaneous                                        | <u>201</u>            | <u>154</u>          |
|                                                      | 38,239                | 32,898              |
| <b>(DEFICIT)/SURPLUS FOR THE YEAR</b>                | <u><b>(1,027)</b></u> | <u><b>7,516</b></u> |