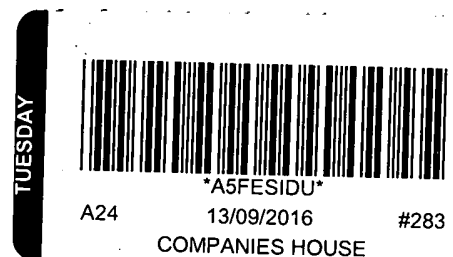


GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2016

Company Registered No. 1968010



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

(Company Registered Number 1968010)

REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2016

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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 2016

The Trustees present their Report and the Financial Statements for the year ended 31 March 2016.

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)
Lady Forbes
M R Goodridge, MBE, LL.B. (Vice Chairman)
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 N Parson, BA, LRAM, ARCM
A Kelly, FCA
W M H Edwards
T E Martin (appointed 7 July 2015)
R A Gordon-Smith (appointed 7 July 2015)

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 2016

Registered Charity No: 292155

Registered Museum No: 255

**Review of Performance, Progress and Achievements
2015 – 2016**

Collections and Displays

675 items were added to the collections during 2015, consisting of 107 photographs, 412 archive items (including archaeological archives), 133 objects (mostly ephemera) and 23 books. Accessions included:

- A polished flint Neolithic axe head found at Shackleford.
- A copy of a handwritten history of Non-conformism in Godalming, written by Joseph Wilmhurst Pewtress, secretary of Godalming Congregational Church, and placed in 1883 in a time capsule in the church's new Sunday school (this was found during work to convert the building to residential use, and the original was reburied in a new time capsule, with additional items from the present day).
- Items excavated from the First World War rubbish dump at Witley Camps (the museum is particularly grateful to John Janaway who is cataloguing this collection).
- A photograph album of 'snapshots' of Arts & Crafts house, Westbrook and architect Hugh Thackeray Turner's family and staff in 1933, given to Miss Florence King who was the cook at Westbrook.
- A photograph of Winston Churchill inspecting guns on Hankley Common in 1941.

The museum has undertaken some disposals of accessioned items which do not meet its collecting policy. Haslemere Museum was given first selection of the natural history and ethnographic material which the Trustees had agreed should be disposed of. Unprovenanced items which Haslemere could not accept were advertised the Museums' Journal and the museum was pleased to be able to transfer them to a mobile museum and handling collection run by Ben Welbourne. An early calculating machine was transferred to Wigton Computer and Heritage Museum.

The collecting of oral history has continued. Thanks to the generosity of all those who shared their memories, images and objects, and to volunteer Gavin Maclachlan's hard work, we had a wonderful exhibition about Alan Paine's knitwear factory in August. It opened with a reunion of more than 90 former employees, including the manager of Alan Paine's former factory in Wales and the current director of Paine's Knitwear. We ran family activities alongside the exhibition, including drop in wool-based craft activities and two knitting workshops. We were pleased to be able to provide a copy of the exhibition panels to Paine's Knitwear for display in their offices. The museum's comments book demonstrated that the exhibition was well received by our visitors:

"How lovely to meet people in such a good exhibition – well done!"

"So nice to meet friends from long ago – still friends!"

"Wonderful exhibition – brought back many memories"

"Brilliant exhibition. My 3 grandchildren had a good time teaching finger knitting and sewing"

"Oh what memories! They were good days."

"Wonderful exhibition and a brilliant insight into a very important part of Godalming's history"

The museum is now collecting memories of Godalming Sanitary Steam Laundry towards a future exhibition.

The museum continues to benefit from the input of students volunteering as part of their Duke of Edinburgh awards and transcribing oral history interviews.

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

(Company Registered Number 1968010)

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2016 (continued)

Collections and Displays (continued)

Hugh Turrall-Clarke continues to develop the Images of Godalming programme which offers visitors a chance to browse through thousands of photographs, drawings, paintings and maps telling the story of the town and those who have lived here. Most recently he has added a series of beautiful photographs of the church of St Edmund's by Godalming photographer Adrian Harding, and also sound and video so that visitors can now listen to memories and watch early film, including films taken by Mr Fudger of the opening of the Phillips Memorial in 1914 and the presentation of an ambulance to the Red Cross in 1917.

The museum is very grateful to volunteer Jan Frankcom who, as well as carrying out sterling work on the collections all year, led a project to clear copyright permission for and arrange the display of, a collection of large photographs of Lutyens' work. The photographs were first displayed at an exhibition at the Hayward Gallery in 1981. Now, thanks to the generosity of Country Life and RIBA, and to Godalming woodworker Mervyn Mewis who has made a beautiful browser and book rest, they are being enjoyed by visitors in the museum's Resources Room. These fascinating but outsize photographs were formerly hard to store and seldom accessed, so that this is a very satisfactory solution.

Education

In 2014-15, schools' use of the museum rose to 935 from a previous yearly average of 488. This was as a result of the museum's involvement in the Surrey Museums Partnership's Learning on My Doorstep project and consequent reworking of our education offer. We were fortunate to be awarded a grant of £1,000 from the Surrey Museums Partnership towards this work. In 2015-16, with most of the new loan boxes and workshops in place, schools' use of the museum rose to 1099, with an additional, estimated 533 students using the museum's loan box service. When we planned the new service, we felt that we could offer a good quality service to around 1000 pupils a year within our current resources (staff, building collection etc), so that we will be hoping in the current year to maintain a similar level of schools' use of the museum. There is capacity for growth in use of the loan boxes.

The museum now offers loan boxes, workshops, presentations and guided walks.

Loan boxes:-

- Ancient Egypt
- Prehistory of Godalming and surrounding area
- Romans (Roman Life, Roman Buildings, Roman Mosaics)
- Saxon Godalming
- Tudors
- Jack Phillips and the Titanic (Key Stage 1&2, Key stage 2+)

Workshops:-

- Prehistory
- Saxons
- Gertrude Jekyll
- Jack Phillips and the Titanic

Presentations:-

- The story of Godalming
- The Electric Light
- Arthur's Story (WW I)

Education has always been an important part of the museum's work and it has benefited from the input of many talented educators over the years. Their skills and experience, and the sessions and loan boxes they developed form the foundation of what the museum now offers. The museum would particularly like to acknowledge its debt to Jessie and Norman Cowell, to Nansi Taylor and Jan Nash, to its current education volunteer Anne Concanen, to Hugh Turrall-Clarke who leads the guided walks and to Trustee Celia Forbes.

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

(Company Registered Number 1968010)

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2016 (continued)

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 have given talks to groups and led guided tours of the museum and town.

Apr	Jack Phillips in his Own Words , talk by Mandy Le Boutillier
May	Flag day , High Street and supermarkets
Jun	The museum had a stall at the Godalming Fete Visit to Goddards to receive the loan of letters and watercolours by Sir Edwin Lutyens from the Lutyens Trust to the museum
Jul	The summer lunch was held at Aldro school, and the museum would like to record its thanks to the school and to Lizzie Geffen, co-author with Nick Swan of Aldro, 75 Years in Shackleford, for her fascinating talk
Sep	Flag day , Secrets in Milford As usual, the museum supported Heritage Open Days , handling the ticketing for those properties where numbers were restricted and opening additionally on the Sunday.
Oct	Lord Lieutenant of Surrey and museum Trustee Michael More-Molyneux unveiled The Labours of the Months stained glass windows, now installed in the Living Landscape Gallery, at the Friends' Reception Talk, The House of Commons , by the Rt Hon Jeremy Hunt MP
Nov	Talk, The House of Lords , by Baroness Parminter, Liberal Democrat Life Peer The museum had a stall at the fair to mark the switching on of the Christmas Lights
Dec	The museum had a stall at the Mayor's Christmas Fair
Jan	Talk, The Law , by the Rt Hon Lord Toulson, Judge of the Supreme Court
Feb	Gallery talk, The Blackheath Banners , by Jayne Barlow, Blackheath Village Archive Concert by young musicians at Charterhouse, at Loseley Park
Mar	Talk, Education , by Richard Pleming MA, Headmaster of Charterhouse

Exhibitions

Apr	Time and Place , paintings by Wayne Jefferson
Apr-May	Broadwater Artists , annual exhibition
Jun	Borderlands Artists
Jun - Jul	Godalming, the Four Seasons , paintings by Nancy Wilks
Jul-Aug	Godalming Photographic Club annual exhibition
Aug	A Wey with Wool , the story of Alan Paine's knitwear factory
Sep	Studio 12 , annual exhibition
Sep-Oct	Conquest Art
Oct - Dec	Cards for Good Causes
Jan-Feb	Surrey Villages in the Great War an exhibition by Blackheath Village Archive and Thursley History Society
Mar	The Two Commons , photographs of Thursley and Rodborough Commons by Anthea Clarke and Jane Ross
Mar-Apr	A Neighbourhood Plan for Godalming and Farncombe , exhibition by Godalming Town Council

First World War Centenary

The museum began the year with a fascinating insight into how the First World War affected the villages of Thursley and Blackheath, in exhibitions created by the Thursley History Society and Blackheath Village Archive. We took the Witley Camp exhibition, along with an exhibition about local First World War soldier, Arthur Harbour, to the First World War commemorative event held by the Borough of Waverley on Heritage Open Weekend in September. The museum continued to contribute to the monthly posters, telling the story of the war as it affected the local area. These are displayed at the Pepperpot, in the Parish Church and at Farncombe Day Centre.

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

(Company Registered Number 1968010)

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2016

Governance and Management

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.

A fire safety inspection in July required a new fire risk assessment, the reworking of the museum's evacuation procedure, and the retraining of all volunteers and staff. Additional smoke sensors and an additional beacon were added to the museum's fire alarm system and additional emergency lighting installed. The museum also updated its security system.

In addition to the Trustees listed on page 1 the following also served during the year having resigned on 7 July 2015:

Mrs C Gordon-Smith
A Taylor-Smith
D J Coombs

The composition of the Trustee Board is kept under regular review to ensure that it retains a good mixture of necessary skills. New Trustees may be appointed only following suitable assessment and consideration of their experience and suitability for the role, and once the necessary induction and training process have been completed.

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. The newsletter was printed in colour for the first time this year and its greatly improved appearance met with general approval. To offset the additional cost, the museum introduced a new format for its publicity leaflets. The new style leaflet, which fits on to two sides of A4, will be issued twice a year, and there will be a separate leaflet promoting membership of the Friends. Volunteers Jan Frankcom and Jean Raper set up an email list of Friends which Jan used to send out reminders of museum events.

Hugh Turrall-Clarke continues to improve the museum website and to add to the resources which can be viewed on line. Most recently he has added images of town events from 1881 – 2012.

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.

The museum has had particular difficulties this year in finding volunteer staff to work at the weekend. This is not a new problem for the museum, but has been worse this year, with the Volunteer Coordinator and the Curator having to cover volunteer shifts fairly frequently on a Saturday. Three volunteer training sessions were held during the year.

GODALMING MUSEUM TRUST
(A Company Limited by Guarantee)

(Company Registered Number 1968010)

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2016

Visitors and service users

The museum counted 17,317 service users in 2015-6, compared to 15,432 in 2014-15. However we included the use of school loan boxes (533 users) in our figures for the first time this year. Taking this figure from 17,317 gives us 16,782 to compare with 15,432 the previous year. It is good to see usage of the museum overall back up above 16,000. Analysis of the different categories of services users reveals that the main increases have been in museum events held off site; visits out to schools and in groups visiting the museum.

Comments from visitors this year have included:

Amazingly helpful and lovely staff [volunteers] that uncovered some family history and photographs which really made our day (visitors from Winchester, April).

Wonderful museum – shall be back to research family from Godalming! (visitor from London, April)

Fantastic museum, and lovely talk from curator and library volunteer, thank you (tour group leader, May)

An impressive online archive led to a visit – what a gem of a museum, with welcoming and knowledgeable staff. Thank you. (visitors from Elstead and Chiddingfold, Sept)

Public benefit

All of the above activities are carried out in order to preserve the public benefit function of the Museum for the residents of Godalming and the surrounding area. All Trustees are very conscious of their responsibilities in this regard.

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. The repetition of these words each year should not be taken to mean that the Trustees' thanks are in any way formulaic or less than heartfelt. It simply reflects the ongoing partnership between all these people and organisations which makes the provision of a museum service for Godalming and the surrounding area possible.

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

(Company Registered Number 1968010)

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2016

REVIEW OF FINANCIAL ACTIVITIES AND AFFAIRS

Over the year, the Trust's assets rose from £106,030 to £112,782 (as per the Balance Sheet on page 9), although £16,715 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 £96,067. The Trustees consider this to be an adequate level of reserves to meet the Museum's immediate expenditure needs.

There was a small surplus in General Funds of £1,091 from day-to-day activities during the year (as per the Statement of Financial Activities on page 8) although the Trust's investments declined in value over the year by £3,766.

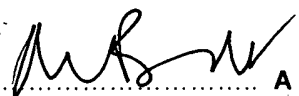
In addition it should be remembered that the value of the Trust's investments move up and down depending on general investment and economic conditions, so we cannot be certain of how the value will change in the coming periods, especially given the economic uncertainties at present.

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 longer term projects, all of which are very much appreciated.

The surplus on refreshments and shop sales have been brought into the Trust's financial statements with effect from 1 April 2015 following the cessation of trading of Godalming Museum Sales Limited.

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

27/8/16

.....
Date

GODALMING MUSEUM TRUST

STATEMENT OF FINANCIAL ACTIVITIES (Incorporating Income and Expenditure Account)

FOR THE YEAR ENDED 31 MARCH 2016

	General Funds	Restricted Funds	Total 2016	Total 2015
	£	£	£	£
INCOME				
Incoming Resources from general funds – voluntary income:				
Grants from Public Bodies				
Waverley Borough Council	3,700	-	3,700	3,960
Godalming Town Council	5,000	-	5,000	5,000
Other Donations and grants				
Subscriptions to Friends of the Museum	3,690	-	3,690	4,229
General donations and grants	4,401	4,230	8,631	20,238
Related tax recoverable	2,213	-	2,213	2,672
Income from charitable activities:				
Lettings and exhibitions	1,390	-	1,390	357
Shop contribution	8,697	-	8,697	9,367
Fundraising	8,583	-	8,583	6,232
Other income	5,237	-	5,237	4,745
Investment Income:				
Bank interest & other investment income	<u>2,125</u>	<u>-</u>	<u>2,125</u>	<u>1,028</u>
	<u>45,036</u>	<u>4,230</u>	<u>49,266</u>	<u>57,828</u>
EXPENDITURE				
Expenditure on charitable activities:				
Archiving, cataloguing & conservation	3,980	-	3,980	6,811
Project expenditure	-	900	900	18,799
Operating costs	35,731	-	35,731	30,992
Fundraising costs	2,621	-	2,621	4,360
Cost of goods sold	1,085	-	1,085	1,189
Independent examiner's fee	<u>528</u>	<u>-</u>	<u>528</u>	<u>504</u>
	<u>43,945</u>	<u>900</u>	<u>44,845</u>	<u>62,655</u>
Net (expenditure)/income for the year before other recognised gains	1,091	3,330	4,421	(4,827)
Gains/(Losses) on revaluation of investments	(3,766)	-	(3,766)	4,992
Gains recognised in respect of Godalming Museum Sales Limited	<u>6,097</u>	<u>-</u>	<u>6,097</u>	<u>165</u>
Net income/(expenditure)	3,422	3,330	6,752	165
Transfers between funds	<u>(670)</u>	<u>670</u>	<u>-</u>	<u>-</u>
Net movement in funds after transfers	2,752	4,000	6,752	165
Total funds brought forward	<u>93,315</u>	<u>12,715</u>	<u>106,030</u>	<u>105,865</u>
Total funds carried forward	<u>96,067</u>	<u>16,715</u>	<u>112,782</u>	<u>106,030</u>

GODALMING MUSEUM TRUST
(Company Registered Number 1968010)
BALANCE SHEET AT 31 MARCH 2016

	Notes	2016 £	2015 £
FIXED ASSETS			
Investments	(2)	<u>73,155</u>	<u>74,815</u>
CURRENT ASSETS			
Shop stocks	(4)	<u>7,794</u>	<u>-</u>
Debtors:			
Amounts due from Godalming Museum Sales		-	9,335
Income tax recoverable		2,213	2,205
Sundry debtors		2,518	-
Prepayments		<u>1,924</u>	<u>2,435</u>
		<u>6,655</u>	<u>13,975</u>
Cash at bank and in hand:			
Charities Aid Foundation accounts		11,941	8,153
Savings Account		2,042	1,265
Current Account		7,255	8,821
Shop Bank Account		6,898	-
Cash in hand		<u>116</u>	<u>50</u>
		<u>28,252</u>	<u>18,289</u>
		42,701	32,264
CREDITORS: Amounts falling due within one year:			
Creditors and accruals		<u>3,074</u>	<u>1,049</u>
NET CURRENT ASSETS		<u>39,627</u>	<u>31,215</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		£ <u>112,782</u>	£ <u>106,030</u>
Represented by:			
FUNDS			
Unrestricted General Fund		96,067	93,315
Restricted Funds	(5)	<u>16,715</u>	<u>12,715</u>
		£ <u>112,782</u>	£ <u>106,030</u>

GODALMING MUSEUM TRUST

(Company Registered Number 1968010)

BALANCE SHEET AT 31 MARCH 2016

(continued)

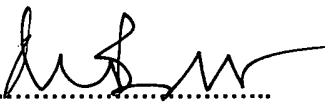
For the year ending 31 March 2016 the Company was entitled to exemption from audit under Section 477 of the Companies Act 2006.

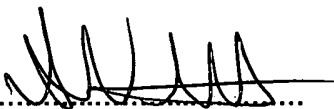
No notice has been deposited under Section 476 of the Companies Act 2006 in relation to its financial statements for the year.

The Trustees acknowledge the responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015) and the provisions applicable to companies subject to the small companies' regime.

Approved on behalf of the Trustees on 27/8/16

A J BOTT 

A KELLY 

**GODALMING MUSEUM TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016**

NOTE 1

ACCOUNTING POLICIES

Accounting Convention

The financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015), the Charities Act 2011, and the requirements of the Statement of Recommended Practice: 'Accounting and Reporting by Charities'.

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.

Stocks

Stocks are stated at the lower of cost and net realisable value on a first in first out basis.

NOTE 2

INVESTMENTS

	2016 £	2015 £
Schroders Charity Equity Fund 3527.8346 units	29,433	30,953
Schroders Charity Fixed Interest Fund 26,984.86 units	19,138	18,904
CAF Fixed Interest B Fund	14,437	14,331
UK Equitrak Fund	10,147	10,627
Market Value as at 31 March 2016	73,155	74,815

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 2016
(continued)

NOTE 3

ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Investments	Net Current Assets	Totals
	£	£	£
Restricted Funds			
Jekyll Digitisation Project	-	5,500	5,500
Sir Kenneth Clucas Legacy	-	7,715	7,715
What's Your Story App	-	2,500	2,500
Education Resources	-	1,000	1,000
	-	16,715	16,715
Unrestricted Funds	73,155	22,912	96,067
	73,155	39,627	112,782

NOTE 4

STOCKS

	2016 £	2015 £
Stocks for resale	7,794	-

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

NOTE 5

RESTRICTED FUNDS

	Jekyll Digitisation Project £	What's Your Story App £	Sir Kenneth Clucas Legacy £	Education Resources £	Stained glass Project £	TOTAL £
INCOMING RESOURCES						
Grants and donations	500	2,500	-	1,000	230	4,230
RESOURCES EXPENDED						
Project expenditure	-	-	-	-	(900)	(900)
Net incoming/(outgoing) resources	500	2,500	-	1,000	(670)	3,330
Balance brought forward at 1 April 2015	5,000	-	7,715	-	-	12,715
	5,500	2,500	7,715	1,000	(670)	16,045
Transfers from general funds	-	-	-	-	670	670
Balance carried forward at 31 March 2016	5,500	2,500	7,715	1,000	-	16,715

GODALMING MUSEUM TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016
(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 (2015 – None).

NOTE 8

RELATED PARTY TRANSACTIONS

There were no related party transactions during the year (2015-Nil).

NOTE 9

COMPARATIVE INFORMATION RELATING TO STATEMENT OF FINANCIAL ACTIVITIES – YEAR ENDED 31 MARCH 2015

The total income of £57,828 included £15,067 in respect of Restricted Funds. The total expenditure of £62,655 included £18,867 in respect of Restricted Funds. The gain on revaluation of investments of £4,992 was all in respect of Unrestricted Funds.

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 2016 which are set out on pages 8 to 14.

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 27/8/16

GODALMING MUSEUM TRUST
INCOME AND EXPENDITURE ACCOUNT – UNRESTRICTED FUNDS
FOR THE YEAR ENDED 31 MARCH 2016

INCOME	2016	2015
	£	£
Grants and donations:		
Waverley Borough Council	3,700	3,960
Godalming Town Council	5,000	5,000
General donations	<u>2,941</u>	<u>4,240</u>
	11,641	13,200
Friends' subscriptions	3,690	4,229
Shop Sales	16,322	-
Less: purchases	<u>(6,458)</u>	<u>-</u>
	9,864	-
Godalming Museum Sales Ltd	-	6,937
Cards for Good Causes	2,457	2,430
Income tax recoverable under Gift Aid	2,213	2,652
Fundraising events	8,583	6,232
Less: expenses	<u>(2,621)</u>	<u>(4,360)</u>
	5,962	1,872
Sales of refreshments	2,405	2,505
Less: expenses	<u>(1,085)</u>	<u>(1,189)</u>
	1,320	1,316
Educational visits	1,460	951
Lettings and exhibitions	1,390	357
Bank and other interest	19	15
Income from investments	2,106	1,013
Corporate donations	2,160	1,600
Other income	<u>672</u>	<u>640</u>
	44,954	37,212
 LESS: EXPENDITURE		
Rent	2,220	2,220
Water, electricity, telephone and internet	5,715	3,693
Volunteer co-ordinator	7,435	6,900
Repairs and maintenance	3,800	3,280
Archiving, cataloguing and conservation	3,980	6,811
Insurance	925	1,303
Security	4,311	3,026
Garden	778	1,120
Independent examiner's fees	528	504
Cleaning and waste disposal	4,334	4,490
Library and administration	859	936
Publicity and newsletter	1,568	1,204
Equipment	-	588
Parking costs	1,603	1,700
Exhibitions	927	-
Subscriptions	120	105
Services for schools and other children's activities	-	169
Education and training	173	208
Exhibitors (net)	2,918	-
Website and IT support costs	498	-
Miscellaneous	465	201
Shop administrative expenses	<u>706</u>	<u>-</u>
	43,863	38,239
 SURPLUS/(DEFICIT) FOR THE YEAR	 <u>1,091</u>	 <u>(1,027)</u>