

TUESDAY



A118270Q

A48

24/01/2012

#2

COMPANIES HOUSE

Hinckley and District Museum Limited

**Annual Report
and Financial Statement
for the year ended
31st October 2011.**

HINCKLEY AND DISTRICT MUSEUM LIMITED

Directors	H A Beavin [Chairman] Mrs G M Beavin G. Drozd N. Jackson P. G. Lindley A L. Pratt [from 28 01 2011] Mrs J Webster [to 28 01 2011]
Secretary	P. G Lindley
Registered Office	Framework Knitters' Cottages Lower Bond Street, HINCKLEY, Leicestershire, LE10 1QX
Registered number	2734125
Bankers	Lloyds TSB Bank plc 17 – 23, Coventry Street, NUNEATON, Warwickshire, CV11 5TD
Charity registration number	1015922
V.A.T registration number	687 7490 67

Once again I am pleased to report a successful year for Hinckley and District Museum, but that success does not indicate complacency amongst members of the Museum Board

Our temporary exhibitions have again attracted a large number of visitors with a total of 1942 coming to the Museum in the past year. Two exhibitions were organised by Andy Pratt on the subjects of Hinckley Carnival and Hinckley & Burbage Cage Bird Society. There was a display covering 700 Years of Hinckley Market and an exhibition of pre-Roman artefacts provided by Hinckley Archaeological Society. Andy Pratt also produced an illustrated history of 'Hinckley Carnival' which has enjoyed considerable sales with profits going to the Museum's building appeal fund.

This year has once again seen a programme of talks and special events. Talks now take place at Café Impressions in the Atkins Building, which has been made available free of charge with the opportunity for refreshments. We are most grateful to Paul Bennett who runs the café. Topics covered in the talks have ranged from Hinckley Market to Hinckley Carnival. Another Film Night was held in the Council Chamber organised by Stewart Watson and Lindsay Orton and attended by the Mayor and Mayoress. Our thanks are due to Hinckley & Bosworth Borough Council for this opportunity to raise more funds to pay off the Council loan covering work on the gable end of the Museum.

A summer Quiz in July was ably organised by Jean Jones and once again attracted a capacity attendance at the Museum. Wash Days, which Jill Webster has made a popular event every August, ably assisted by her band of washerwomen, again brought a host of children with their parents and grandparents on Museum Mondays. Heritage Open Days were amongst the most successful we have enjoyed in recent years with a total of 154 visitors. We continue to be awarded accreditation as a 'Quality Assured Visitor Attraction' by VisitEngland.

This year has seen involvement with Redmoor High School once again with students using the resources of the Museum as an aid to their *Footprints to the Future* project. An exhibition, opened by BBC history presenter Dr Nina Ramirez, was mounted in the Atkins Building displaying the outcome of their research. We have had school visits from Nuneaton and Bedworth and also classes from St Peter's and Holliers Walk schools. The role of the Museum in educating school groups across two counties is now well established.

Numerous group visits have taken place ranging from groups catering for the very young to those for persons of more mature years. We have enjoyed nocturnal visits from the 'Absolutely Haunted Team' from Leicester and the ghosts also enjoyed the experience!

It is with great sadness that I record the death of Bill Partridge in September of this year at the age of 92. Bill was Vice-Chairman when the Museum Group was first founded in 1991 and played a most active part in the development of the Museum until his health prevented regular involvement in our activities. Bill and his wife, Grace, funded the restoration of the 1740s stocking frame at the Museum which Bill had first restored in the 1930s.

Fund raising to pay off the Hinckley & Bosworth Borough Council loan for work on the gable end has continued in the past year and the sum raised has now reached around £15,000. We are most grateful to all those individuals and organisations who have contributed towards this sum. Renewal of the thatch has become necessary and the Board have decided that we can no longer afford the maintenance of the building and the funding of the Museum. Discussions are under way with the Council on this issue. We have also been informed after a survey of the building that the storage facilities with their ever increasing contents are placing too great a load on the building and alternative storage arrangements must be sought. Hinckley & Bosworth Borough Council

2.

have now agreed to pay for the insurance of the building and we hope the other issues already described will be satisfactorily resolved

This year Susan Turner, who has been our curatorial adviser for very many years, finally took her well earned retirement. We are pleased to record our thanks to her for the splendid support and expertise she has provided and to welcome her friend and colleague, Fiona Ure, as her successor

Publicity for all our activities in the past year has been provided by the *Hinckley Times*, *Nuneaton News*, *Leicester Mercury*, Radio Leicester and Oak FM. Our thanks are due to them for their continued support. A new Museum leaflet has been produced this year, professionally produced and part funded from a competition award from the Hinckley and Bosworth Tourism Partnership. Work on a new Museum website is also underway with help from the Hinckley Campus of North Warwickshire and Hinckley College, almost opposite the Museum, which opened in September

The vital contribution of our volunteers in the past year has kept the Museum open on every scheduled occasion and also when group visits have taken place at other times. I should like to record the enormous debt of thanks from all our visitors and from the directors to these volunteers who have given so much time and effort to the Museum. Roger Morley and Jean Gilbert have maintained the beautiful cottage garden to the delight of numerous visitors and also wedding parties who have come to the Museum for photographs from the Register Office opposite. Jean Jones has continued to ensure that the tearoom is effectively supplied and that cataloguing is organised on a regular and most efficient basis.

Another successful year owes much to the work of the Board of Directors. Phillip Lindley, our Secretary and Treasurer, has worked assiduously to ensure the smooth and efficient operation of the Museum in a cost effective manner. Neville Jackson, as Minutes Secretary, has ensured the accurate recording of Board Meetings and the careful marking of all new acquisitions that have been catalogued. He and his wife Pat have been present at the Museum to assist with numerous party visits. Greg Drozd has again conducted numerous walks and raised large sums of money for the Museum. Andy Pratt, besides organising two exhibitions and producing the Carnival history, has been involved in many Museum duties. Both he and Greg have given much effort to the Museum despite health problems in the past year.

Jill Beavin, besides acting as P.A. for the Chairman, has carried out numerous duties at the entrance desk. We are particularly grateful for work carried out by Ann Crabtree and Pat Jotham who during the past year have agreed to serve as co-opted members of the Board alongside their other duties as volunteers. I am sure that all Friends of Hinckley and District Museum will join with me in expressing deep thanks to these Board members for all their work in the past year.

I concluded my report last year by saying that it was time for a new Chairman to take over. Should I be again elected I must state categorically that this will be the last year when I will serve as Chairman and member of the Board. Jill will also be stepping down as we will be moving to Ashby de la Zouch in 2013. Finally, my thanks to all Friends for their faithful support and interest in the year that is past and for the year that is to come.

Hugh Beavin - Chairman

Directors` attendance at Board Meetings 2010 – 2011

	<u>Possible</u>	<u>Actual</u>
H A Beavin	7	7
Mrs G M Beavin	7	6
G Drozdz	7	4
N Jackson	7	7
P G Lindley	7	7
A Pratt	6	4
Mrs J Webster	1	0

Performance Indicators 2010 - 2011

Visitors	2010 – 11	2009 – 10	2008 – 9
Number of visitors	1942	2163	1366*
Number of group visits	15	14	14
Number of school class visits	9	6	0
Number of outreach activities	5	5	4
Number of talks to outside groups	16	9	-
Other			
Members of the Friends of the Museum	136	143	143
Number of volunteers	30	33	33

Note

* 2009 season opening delayed until 30th May by building work

4.

REPORT OF THE DIRECTORS

The Directors present their Report with financial statements for the period ended 31st October 2011

PRINCIPAL ACTIVITY

The Company was incorporated on 24th July 1992 and is a registered charity. The Company is principally engaged to advance the education of the public in Hinckley and district and to benefit the public by the provision of a museum.

DIRECTORS' RESPONSIBILITIES

Company law requires that Directors prepare financial statements for each financial year which give a true and fair view of the affairs of the Company and of the profit and loss for that period. In preparing those financial statements the Directors are required to

- select suitable accounting policies and then apply them consistently,
- make judgements and estimates that are reasonable and prudent,
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at all times the financial position of the Company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Company and hence for taking steps for the prevention of fraud and other irregularities.

DIRECTORS

The Directors in office at the end of the period are listed here, and in accordance with the Articles these Directors, being eligible, offer themselves for re-election.

H A Beavin

Mrs G Beavin

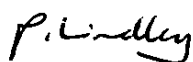
G Drozd

N Jackson

P G Lindley

A L Pratt

On behalf of the Board



25th November 2011

P G Lindley - Director

Hinckley and District Museum Limited

Profit and Loss Account

For the period ended 31st October 2011

		2011	2010
		£	£
	Note		
Turnover		11,030	13,041
Administrative expenses		<u>6,988</u>	<u>14,302</u>
Operating profit	3	4,042	-1,261
Interest Receivable		5	6
Depreciation		<u>-457</u>	<u>-538</u>
Profit on ordinary activities before taxation		3,590	-1,793
Tax on profit on ordinary activities	4	0	0
Retained profit/(Loss)- transferred to reserves	10	<u>3,590</u>	<u>-1,793</u>

The only recognised surplus for the period was £3590
(2010 =deficit of £1793)

The accounting policies and notes form part of these financial statements

Hinckley and District Museum Limited

Balance Sheet

as at the 31st October 2011

	Note	£	2011 £	£	2010 £
<u>Fixed Assets</u>					
Fixture and fittings	6	27,155		26,654	
Less Depreciation @15%	7	<u>-24,064</u>	3091	<u>-23,607</u>	3047
<u>Current Assets</u>					
Stock at valuation	2	666		668	
Investments	5	2,771		2,769	
Debtors		83		68	
Cash at bank and in hand		<u>10,399</u>		<u>7,058</u>	
		13,920		10,563	
Less					
Creditor amounts falling due within one year		590		822	
Net Current Assets			<u>13,330</u>		<u>9,741</u>
Total Assets less Current Liabilities			<u>16,377</u>		<u>12,787</u>
Reserves	10				
Balance at 31/10/2010		12,787		14,580	
Profit and Loss Account		<u>3,590</u>		<u>-1,793</u>	
Balance at 31/10/2011			<u>16,377</u>		<u>12,787</u>

For the year ending 31st October 2011, the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies

The Directors responsibilities .

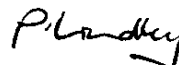
- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476
- The directors acknowledge their responsibilities for complying with the requirements of the Act in respect of accounting records and their preparation of accounts

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

Signed on behalf of the Board of Directors



H A Beavin
Chairman and Director



P G Lindley
Company Secretary and Director

Hinckley and District Museum Limited

Notes to the Financial Statements

for the period ended 31st October 2011

1 Accounting Policies

The financial statements have been prepared under the historical cost convention. The principal accounting policies of the Company are set out below.

Turnover

Turnover is the total amount receivable by the Company in the ordinary course of business with outside customers for goods supplied as a principal and for services provided.

	2011 £	2010 £
2 <u>Stock</u>		
Valuation	<u>£666</u>	<u>£668</u>

There is a stock estimation of £5,009 (2010= £5,184) which was donated free of charge.

3 Operating Profit / (Deficit)

Operating surplus is stated after charging auditors remuneration.

3,590	-1,793
-------	--------

4 Taxation

The Company has been granted charitable status and therefore no liability to taxation arises.

0	0
---	---

5 Current Asset Investments

Building Society Account	<u>2,771</u>	<u>2,769</u>
--------------------------	--------------	--------------

6 Fixed Assets

Fixtures and fittings

Balance B/F 1/11/2010	26,654	26,654
-----------------------	--------	--------

Additions during the year to 31/10/2011	501	0
---	-----	---

<u>27,155</u>	<u>26,654</u>
---------------	---------------

7 Depreciation

Depreciation at 15% p.a. of reducing balance

Balance B/F 1/11/2010	23,607	23,069
-----------------------	--------	--------

Additions during the year to 31/10/2011	457	538
---	-----	-----

<u>24,064</u>	<u>23,607</u>
---------------	---------------

8 Sundry Creditors

Amount falling due within one year	<u>590</u>	<u>822</u>
------------------------------------	------------	------------

9 Building Loan HBBC (10 Years)

Loan Advanced (commenced March 2009) Balance b/fwd	8,736	15,736
--	-------	--------

Repayments during the year	0	7,000
----------------------------	---	-------

Amount carried forward	<u>8,736</u>	<u>8,736</u>
------------------------	--------------	--------------

No fixed repayment schedule for 2010/11

10 Reserves

Balance as at 31/10/2010	12,787	14,580
--------------------------	--------	--------

Retained surplus for the period	3,590	-1,793
---------------------------------	-------	--------

Balance as at 31/10/2011	<u>16,377</u>	<u>12,787</u>
--------------------------	---------------	---------------

11 Capital Commitments

The Company has no outstanding capital commitments at the 31/10/2011 (30/10/10 = £NIL)

12 Contingent Liabilities

The thatched roofing requires replacing and an estimate of £40,000 has been received. Currently, discussion is taking place with the landlord.

Hinckley and District Museum Limited

Income and Expenditure Account

for the period ended 31st October 2011

	<u>2011</u> <u>£</u>	<u>2010</u> <u>£</u>
<u>INCOME</u>		
Member's subscriptions	617	640
Admission fees	524	613
Grants	591	457
Donations	4,633	2,215
Building Appeal	1,537	6,154
Rednoor Project	195	0
Gift Aid Tax Refund	523	385
Sale of publications etc	541	642
Sale of teas etc	409	492
100 Club	1,033	1,033
Fund raising events	382	372
Vat refunds	45	37
George Ward Book Project	0	0
	<u>11,030</u>	<u>13,041</u>
<u>EXPENDITURE</u>		
Telephone	239	219
Insurance	2,402	2,748
Electricity	1,429	814
Water Rates	124	354
<u>Cost of sales</u>		
Opening stock	668	547
Purchases	80	192
	<u>748</u>	<u>739</u>
less closing stock	666	668
Printing, post and stationery	82	71
Publications	314	351
Exhibition costs	80	192
Subscription and legal expenses	183	199
Repairs and renewals	596	530
Building Loan Repayment	573	642
100 Club	0	7,000
Tea room expenses	399	441
Conservation	215	197
Sundry expenses	196	286
Publicity	26	85
Lottery Project	110	65
Depreciation	0	50
VAT Payment	457	538
George Ward Book Project	21	59
	0	0
	<u>7,445</u>	<u>14,840</u>
Surplus of Income over Expenditure	<u>3,585</u>	<u>-1,799</u>
Bank Interest Received Gross	5	6
Net Surplus / (Deficit)	<u>3,590</u>	<u>-1793</u>