

The Friends of Chertsey Museum

Registered Charity No 1075200



Annual Report and Accounts for the year ended 31 August 2016



BRITISH
ASSOCIATION
FOR LOCAL
HISTORY

Member

BAfM

Member of the British Association of
Friends of Museums

The Friends of Chertsey Museum

Registered Charity No 1075200

President

Mr Ian Pickford

Honorary Life Members

Mrs Amanda Toth née Devonshire (1998)

Mrs Jocelyn Barker (1999)

Mr Victor Spink (1999)

Mr and Mrs John Nelson-Jones (2003)

Mrs Valerie Cumming (2004)

Mr Bob Greenland (2004)

Mr Carl Veakins (2004)

Mr Ronnie Fleming (2005)

Mr Andrew Pearson (2011)

Mrs Sybil Leaver (2014)

The Friends of Chertsey Museum are a support group formed in 1994 to foster interest in Chertsey Museum and to provide the Curators with practical help. The Friends are governed by their constitution adopted at the inaugural meeting, as subsequently amended. General management and direction of the funds and affairs of The Friends are in the hands of the Committee elected at the annual general meeting. There were regular meetings of the Committee during the year and the members of the Committee were as follows:

Miss Christine Dunster	Chairman
Mr Victor Spink	Vice Chairman
Mr Richard Mason	Treasurer
Mr Ron Bathurst	Minute Secretary
Mrs Victoria Johnstone	Membership Secretary
Mrs Emma Warren	Curator (ex officio)
Mrs Lorna Dalgleish	
Mrs Carol Botterill	
Mr Chris Haines	
Mr Tim Hardesty	
Mrs Norma Kent	(from 22 October 2015)
Mrs Mags Thomas	
Mr Richard Williams	(from 22 October 2015)

Mrs Heidi Dawley and Mrs Sally Turner
(Assistant Curators and Education Officers) are Mrs Emma Warren alternates

Bankers Barclays Bank plc, Chertsey Branch
COIF Charities Deposit Fund

Independent Examiner Mr John Briggs FMAAT

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Annual Report for the year ended 31 August 2016

The year under review has been another eventful one. It began with continuing celebrations of Magna Carta 800 and the 50th anniversary of Chertsey Museum and ended by remembering those who died at the Battle of the Somme in 1916 and marking the 1350th anniversary of the founding of Chertsey Abbey.

Throughout autumn 2015, ***Magna Carta: Freedom under Law*** remained on view. The exhibition explored the legacy of Magna Carta with loan objects from the National Portrait Gallery, the British Library and the National Trust, together with video interviews with prominent experts.



In September a new fashion exhibition, ***50 Years of Fashion***, opened. The display featured fashionable women's wear dating from the 1960s to the present day selected from the Olive Matthews Collection and marked 50 years since the Museum first opened its doors in 1965. The display took visitors on a journey from the tight waists and full skirts of the early 1960s through to the darkly imaginative designs of Alexander McQueen in the 2000s. On the way it was possible to explore the futuristic styles of the mid-'60s, the flowing skirts of the hippie era and power dressing from the 1980s.



In the same month we welcomed Malcolm Head, who until his retirement 15 years ago was a Thames dredge master covering the Runnymede stretch of the river. Bringing with him some of his interesting finds, Malcolm regaled us with tales of his river adventures and the treasures he discovered.

In October, the First World War exhibition, ***Runnymede Remembered***, in the Discovery Zone was taken down. The netting containing poppies inscribed with the names of all those in the borough who died during the First World War will remain in place until 2018. Some of the research for that exhibition can now be found on the Museum's website. To mark the 50th anniversary of the Museum, fifty objects from the Museum's collection of over 23,000 objects were chosen for an exhibition, ***50 Favourite Objects***. This exhibition featured some of the more eclectic items in the collection, from a Roman tile with a doggy paw print to a video showing the last days of Chertsey's iron foundry. Many of the objects had not been seen by the general public for some time. At our Annual General Meeting held that month Norma Kent and Richard Williams were elected to the committee. The guest speaker, Dr Euan Roger, gave an interesting insight into the Battle of Agincourt and demonstrated the power of the English long bow.



November saw the Museum's 50th birthday party. Hosted by the trustees of the Olive Matthews Collection, this memorable occasion allowed staff, special guests, trustees and members of Runnymede Borough Council to celebrate this great landmark in the history of the Museum. It was a chance to reflect on the achievements of the past and to look forward to the many successes that are to come.

Valerie Cumming Chair of the Olive Matthews Collection trust with President of the Friends Ian Pickford (L) and Mayor of Runnymede Cllr Derek Cotty

In December we held our annual carol service at St Peter's Church, followed by mulled wine and mince pies in the Museum. The Museum was suitably dressed for this festive occasion, both inside and out.

Over the Christmas break the Magna Carta exhibition was taken down and in a complete contrast art work by students from Sir William Perkins School was put on display. Always popular with visitors, the exhibits showed great imagination and talent.

February was a busy month with two exhibitions opening. The Sir William Perkins artwork made way for a display of the Magna Carta 800 Embroidery panels. The twelve panels were designed and worked by Rhoda Nevins, helped by a dedicated team of volunteers and took three years to complete. The panels depicted the events that led up to the sealing of the Magna Carta in Charter Towns throughout the UK. Each Magna Carta Trust town had its own panel; these include Runnymede, Bury St Edmunds, St Albans, the City of London, Canterbury and Hereford. The five other panels illustrated how Magna Carta influenced the spread of law and order throughout the world from 1215 to the present day. Rhona gave an interesting talk about how the project was conceived and executed.



In the Discovery Zone, ***From the Somme to the Cedars***, also opened. This was the first retrospective exhibition of the art of Kenneth Anns (1891 – 1962). Kenneth Anns purchased The Cedars in 1958 and lived there with his wife Margaret and their two daughters. Kenneth died in 1962 and Margaret sold The Cedars to the Olive Matthews Collection trust in 1971. His work covered the period from when he was 10 years old to his very last paintings. A small display, ***The History of the House***, accompanied the exhibition and remains on view on the staircase to the first floor.



In March we welcomed back not one but two old friends. In a talk to coincide with the fashion exhibition ***50 Years of Fashion***, Martin Pel, former Keeper of Costume and current Curator of Fashion and Textiles at Brighton Museum, spoke under the title ***Unseen Biba***. He gave a unique insight into this iconic label that was both affordable and stylish. His talk was so popular that he kindly agreed to give two presentations, one in the morning and the other in the afternoon.

The other speaker in March was Paul Harding from Discover History in a talk linked to the 1350th anniversary of Chertsey Abbey. Paul brought alive the daily round in a monastery and kept us enthralled during the afternoon. To link with this talk, it had been planned to visit the ruins of Reading Abbey in April but sadly this event was cancelled through lack of numbers.

In May a new exhibition opened in the Temporary Exhibition gallery, ***Wild about Runnymede***. The exhibition, in conjunction with the Surrey Wildlife Trust, looks at local habitats and how they have been altered by human activity. The ever-popular ***Museums at Night*** was held during the month and we also welcomed members of the Chertsey Woolcraft Guild who demonstrated all sorts of techniques including spinning, weaving and crocheting.





In June, another new exhibition opened in the Discovery Zone, **Highway Robbery**, telling the story of Sixteen String Jack, the flamboyant highwayman, and those of others who chose the same career path. In a complete change of mood, Major Rob Marshall, Royal Logistics Corps, spoke about the Battle of the Somme and some of the personal accounts of the battle which he had researched. Towards the end of the month a coach party visited Battle Abbey, the

Benedictine abbey founded by William the Conqueror in 1071 as a memorial to the dead of the battle and as atonement for the bloodshed of the Conquest. The party then spent the afternoon in nearby Hastings.

The new Mayor of Runnymede, Councillor Alan Alderson, unveiled the **I can** artwork created by 20 young adults with a variety of different disabilities from The Clubhouse Project in Addlestone. The artwork was put on display on the first floor corridor.



The Black Cherry Fair open day on the second Saturday in July attracted a lot of visitors. *Some Time Later* entertained the visitors in the garden and both



Emma Warren and Grace Evans gave interviews on Radio Wey. For the second year running there was an information stall on the Abbeyfield, which this year won joint first prize as the Best Dressed Stall.

In August to encourage employees at local companies to visit the Museum, two corporate lunchtime events were held. The take-up is being evaluated to see whether it will be worth repeating.

The Museum garden is undergoing a transformation and permission was given earlier in the year to remove the dangerous, large trees to make way for more suitable planting. Whilst it was sad to see the trees go, they had grown too large for the space. A long-term project is to re-landscape and revamp the garden to make it easier to maintain and a more useable space for visitors. To help with this project, there is a new band of willing volunteers who have been tidying up the garden.

The monthly and seasonal rounds of activities have continued with children's holiday activities, 15 Minutes of Fun, Museum Monkeys, Young Archaeology Club, Fun with Fabric and Craft and Wine evenings for adults, and the Memory Box Café for people living with dementia and their carers. A new theme of *Out & About in Runnymede* has been added to the Museum app enabling users to wander around the borough and learn more about the history of the area. *Out & About* includes details on the history of Egham Races, Alnmers Priory, The Meath Home and the Chertsey workhouse to name just a few.

During the year we financed the purchase of a wonderful 19th century sampler created by Katherine Bennett of Woodham Farm, in 1865, which is currently on show outside the Accessories Gallery. The Friends have also purchased much needed display boards. We have continued membership of the British Association of Friends of Museums (*BAfM*) and were represented at a regional meeting in June at Brooklands Museum. We have also continued membership of the British Association for Local History, which provides cost effective public liability insurance.

At the end of the year we had 96 individual members and 60 family members.

Shortly after Christmas Jennie Anderson, one of the Museum Assistants, went on maternity leave. We were pleased to welcome the newest member of the Museum team, Joel Powell, who was born on 13 February. Jennie will be on maternity leave until



November, and in the meantime Martina Hunter has stepped in. It is with deep regret that we record the death of Kerry Agar-Hynd. Kerry died on 3 July at the age of 48 after a long battle with cancer. She started working at the Museum in 2000. Over the years her job varied from data entry to digitising collections to padding mannequins to research assistant. Her role can most accurately be summed up as "All Round Superstar". She will be truly missed and our sympathies go to Duncan and Elodie and the wider family.

Income reserves amounted to £10,391 at the end of the year. The Committee's policy on reserves is to hold sufficient funds to meet expenditure in the following twelve months and to build up a reserve to help fund future acquisitions for the Museum collections. The attached accounts have been drawn up on the receipts and payments basis which is consistent with the previous year. In deciding which activities to support, the Committee pays due regard to the Charity Commission's guidance on public benefit.

The Friends do not have sufficient funds to invest in longer term investments. All funds are held in cash using only banks covered by the Financial Services Compensation Scheme or the Charities Official Investment Fund.

The Committee has identified the major risks to which we believe The Friends are exposed and has established systems to mitigate them. These include systems of internal controls designed to provide reasonable assurance against material mismanagement or financial loss.

We cannot end this report without thanking Emma Warren, and all the Museum staff and volunteers for their tremendous support and cooperation throughout the year. We look forward to working together again in the coming year.

Approved by the Committee on 19 September 2016 and signed on their behalf by

Chris Dunster

Chairman

The Friends of Chertsey Museum

Registered Charity No. 1075200

Receipts and Payments Account for year ended 31 August 2016

RECEIPTS	2016	2015
	£	£
Subscriptions	1,065.00	1,237.00
Events	2,226.03	2,381.45
Donations - general	1,240.80	735.00
Donations – garden	63.13	
Donations – box	592.11	731.31
Interest	64.05	73.68
Tax claims under gift aid	<u>376.53</u>	<u>445.04</u>
	5,627.65	5,603.48
Grants (for World War 1 exhibition and website)		
Heritage Lottery Fund		1,104.17
Grants (for Education Loan Boxes)		
Surrey County Council Local Committee		500.00
Surrey Museums Partnership		500.00
TOTAL RECEIPTS	<u>5,627.65</u>	<u>7,707.65</u>
PAYMENTS		
Events	1,302.73	1,704.93
Administration	238.00	615.98
Annual meeting and report	150.75	93.50
Donation to Museum	740.14	914.52
Display boards	100.00	
Acquisitions	<u>273.90</u>	<u>350.00</u>
	2,805.52	3,678.93
Projects:		
15 Minutes of Fun	26.03	18.59
Garden	22.35	31.00
Garden trees	900.00	
Highway Robbery exhibition interactive	500.00	
Online Education Resources Project		5,425.13
Education Loan Boxes		2,027.49
World War 1		1,600.00
Tudor window		100.00
TOTAL PAYMENTS	<u>4,253.90</u>	<u>12,881.14</u>
Net receipts/payments for the year	1,373.75	(5,173.49)
Balance brought forward	13,516.77	18,690.26
Balance carried forward	<u>14,890.52</u>	<u>13,516.77</u>

Statement of Assets as at 31 August 2016

	2016	2015
	£	£
Barclays Bank plc Chertsey Community Account	881.75	272.05
Charities Official Investment Fund Deposit Account	14,008.77	13,244.72
Total	<u>14,890.52</u>	<u>13,516.77</u>
Represented by:		
General Fund (Unrestricted)	10,391.97	9,441.72
Project Funds:		
World War 1 exhibition and website (Restricted)	2,885.71	2,885.71
Education Loan Boxes (Restricted)	472.51	472.51
Museum Monkeys (Restricted)	392.00	392.00
Museum Garden (Restricted)	242.61	193.08
Total Project Funds (Restricted)	<u>3,992.83</u>	<u>3,943.30</u>
15 Minutes of Fun (Designated)	105.72	131.75
Museum Garden (Designated)	400.00	
Total Project Funds (Designated)	<u>505.72</u>	<u>131.75</u>
Total Funds	<u>14,890.52</u>	<u>13,516.77</u>

Approved by the Committee on 19 September 2016 and signed on their behalf by

Richard Mason R G Mason Hon. Treasurer

Independent Examiner's Report to the Committee of The Friends of Chertsey Museum

I report on the accounts of The Friends of Chertsey Museum for the year ended 31 August 2016 set out above.

Respective responsibilities of committee and examiner

As the charity's trustees you are responsible for the preparation of the accounts; you consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility:

- to examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under Section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

Basis of examiner's report

My examination was carried out in accordance with 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 seeking 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 Charities Act;
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

J G Briggs

John Briggs 13 October 2016

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