

Sittingbourne Heritage Museum

Annual Report 2023

www.sittingbourne-museum.co.uk



Registered charity 1070698

Chairman's Report

We have spent the past year using the grants received during the pandemic to gear ourselves up for a relaunch in our new home. We have now moved from East Street to the Forum, where we share a unit with CSI: Sittingbourne, the conservation science project. Unfortunately, our new premises are just not big enough to house our entire collection, which includes all the bound East Kent Gazettes. We have therefore had to hire two containers for offsite storage. We hope this will be a temporary measure as this is an ongoing expense we could do without.

The Museum is currently opening on Saturdays and alternate Wednesday mornings. We have already seen a significant upward movement in visitor numbers since we reopened in the Forum.

Long term we remain focused on our vision for a combined visitor/heritage centre for Sittingbourne.

We have published two books in the last year - "My Life in Milton Regis between the Wars" by the late Alice Richards and the long awaited "West Street" by John Mount. The first of these was courtesy of Alice's son, who wrote up her memories over a period of time, and the second was certainly worth waiting for, being every bit as comprehensive as the other three volumes in the "High Street" series.

Once again thank you to everyone who has helped in any way, especially our members. There are many individuals and groups to whom we owe our thanks. Our subscribers, our deliverers, our volunteers, authors, committee members, donors, and people who are generally helpful and supportive.

Please tell your friends and relatives about us so that they might also help us to keep a museum in Sittingbourne.

THE TREASURER'S REPORT

This last financial year of the Sittingbourne Heritage Museum saw a deficit of £36,386. It has been an exceptional year for a number of reasons.

1. We have moved the Museum, although we currently remain responsible for both premises - so utilities and insurance have been high.
2. We have spent money on preparing Unit 22 for the Museum displays and professional removal contractors, necessary where fragile items are concerned and also for the volume of heavy lifting that had to be done.
3. During this financial year we have passed on grants received in the previous year for the purposes of third parties - notably the Movement for Good project and for unit 17 (HRGS).

Treasury

Our worth as at 1st April 2022, is £80,248.28 Due to the changing financial environment, we have moved £52,500 of our capital to interest-earning accounts.

Subscriptions/Donations £3,343 was received during the last financial year, a small increase on the previous year. Donations were made up of those added to subscriptions amounting to £527 and private donations of £975.

Grants A total of £18,224.40 was passed on to 3rd parties. This was £9,321.40 to HRGS for Unit 17 Covid grants and 8,903 to CSI Sittingbourne regarding the MfG project.

Repairs/Maintenance £5748 has been spent this year roughly split equally between preparing Unit 22 for the Museum and maintaining the East Street premises so that it can be handed over.

Storage Unfortunately, our new premises are just not big enough to house our entire collection, which includes all the bound East Kent Gazettes. We have therefore had to hire two containers for offsite storage. We hope this will be a temporary measure as this is a regular cost . (£2268 for this year) we could well do without.

Equipment/Display New cabinets and a replacement laser printer were purchased for Unit 22.

Communication Costs A total of £2593 was spent, this included printing and postage for Newsletters and Journals, leaflets for the Museum, and IT and website costs

Publishing / Printing / Stock We have printed two new books during this year, which are selling well, both online and in the Museum shop, and have also reprinted a small quantity of East Street books which were out of stock.

Utility costs The Museum was paying electricity and water costs for both East Street Premises and Unit 22

Sales Figures were slightly up on the previous year - £2283 this comprises online book sales, sales at the Museum and sales to resellers.

Sundry Agency fees are taken from sales - e.g. Paypal, Sumup and Amazon..
Gift Aid recovered for 2022 was £187.64

The accounts have been audited and a report will be sent to the Charity Commission.

Jen Whibley has stood down after an heroic 10 years as treasurer, and will be replaced by Dudley Hird.

Allen Whitnell - Chair, 2023

Accounts 2022-2023

Income

Subscriptions	1,841.00
Donations	1,690.41
Sales	2,283.39
Interest	29.61
Sundry	398.27
Grants	0.00

Total	<u>6,242.68</u>
<i>Income 2021-22</i>	<i>41,844.22</i>

Expenditure

Repairs/Maintenance	5748.76
Equipment/Display	3443.74
Printing/Postage/Comms	2593.97
East St Utils	1702.84
Unit 22 utilities	993.89
Insurance	2304.46
Stock	2038.75
3rd Party Grants passed on	18224.40
Storage costs	2268.20
Sundry	3310.28

Total	<u>42,629.29</u>
<i>Expenditure 2021-22</i>	<i>20,901.81</i>

Balance Sheet

Brought Forward 01/04/21	116,634.89	Current Account	27,620.00
Income	6,243.68	Reserve / Interest Accounts	52,500.00
Expenditure	42,629.29	Cash in Hand	128.28
Balance as at 31/03/22	<u>80,248.28</u>	Balance as at 31/03/23	<u>80,248.28</u>
Deficit on Year	<u>-36,386.61</u>		

We thank our subscribing membership for their support over the last year. The numbers have remained fairly stable, we always lose a few during any given year for natural reasons, and gain an equivalent number, but we do hope that our moving back to the town centre will increase our reach.

We are particularly indebted to committee members over the past year: Sally Wright, Jen Whibley, Wendy Sands, Cliff Cork, Helen Allinson, Pauline Brown, Vicky Mayatt, Barry Wiles as well as to John and Sheila Hepburn and Ann Sefton and members of the Study Group, as well as all the people involved in writing, researching, delivering, and generally supporting the Museum.



Volunteers clearing the East Street premises



The Museum, Unit 22, The Forum

Our mission:

To preserve and promote the town's heritage and to educate. In practice: provide a museum, care for the collection, and reach out.

For the survival of the museum, we depend upon benefactors, public donors, volunteers and active researchers, deliverers, committee and subcommittee members, partners, Members - subscribers, visitors and users

A BIG thank you to all of those people

This report was compiled and edited by members of the executive committee of Sittingbourne Heritage Museum.

For any enquiries, please contact the secretary via the museum or by e-mail at secretary@sittingbourne-museum.co.uk

Website:

WWW.SITTINGBOURNE-MUSEUM.CO.UK