



## Trustees' Annual Report for the period

From 1 April 2023 To 31 March 2024

Charity name: Dorset Archives Trust

Charity registration number: 1000142

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The purpose of the Trust is 'Saving Dorset's Disappearing History.' This is achieved through the education of the public by the promotion of Dorset's Archives situated in the Dorset History Centre (DHC) in Dorchester through events and learning opportunities also by purchasing and supporting the DHC to acquire, catalogue, conserve and digitise archival material.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>The objects of the Trust reflect its main activities which are to:</p> <ul style="list-style-type: none"><li>• encourage, promote and assist in the formation and development of a group of Members of The Dorset Archives Trust</li><li>• generally, further the purpose of the Dorset History Centre and encourage the development of the facilities afforded</li><li>• to raise funds and to invite and receive contributions from any person or persons whatsoever by way of subscription, donation and otherwise provided the Trust shall not undertake any permanent trading activities in raising funds for its charitable object</li><li>• engage in, support and co-ordinate voluntary assistance, publishing, education, advertising and other work for the furtherance of the above objects</li><li>• appoint representatives and delegates to any other bodies with whom the Members of The Dorset Archive Trust may be concerned</li><li>• establish a forum of owners and users of archives, the Dorset History Centre and other interested persons or groups to increase public knowledge of Dorset's Archives and history</li><li>• take any other lawful action to promote the said objects.</li></ul>

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees are very mindful of the need to act in the interests of the charity. A declaration of interests is taken at every meeting and any funds raised are strictly invested into the defined purposes of the charity. The trustees have had due regard to the Commission's guidance at all relevant times. Our regard to public benefit is demonstrated by the ongoing acquisition of archival materials – stored at the Dorset History Centre and available for public viewing: facilitation of public events to provide education on Dorset's history.
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### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	No separate policy exists, but grants are made in compliance with the charity's stated objects.
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	The trustees are all volunteers whose contributions are critical to the charity's wellbeing and its ability to deliver positive outcomes.
Other		

### Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The Trust performs a really important role in supporting and facilitating the work of Dorset History Centre to acquire, preserve and make accessible the archival heritage of Dorset. During the financial year 2023-24 The Trust has:</p> <ul style="list-style-type: none"> <li>• Led a fundraising campaign to support the cataloguing of the archive of world-renowned author Thomas Hardy. This resulted in a crowd-funding programme along with two applications to other charitable trusts and foundations. This raised over £17,000 towards a total project cost of £75,000.</li> <li>• Paid for various items to be used at Dorset History Centre – including oral history recording devices.</li> <li>• Supported the purchase of several thousands of pounds worth of archives which are now held as part of the permanent public collection including correspondence by Thomas Hardy.</li> <li>• Put on a range of public events which have both entertained</li> </ul>

		<p>audiences regarding the heritage and history of Dorset and have raised funds to support the Trust's activities.</p> <ul style="list-style-type: none"> <li>• The Trust has also provided a fund to enable students to travel to Dorchester to consult collections they might not otherwise be able to access.</li> </ul>
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### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

### Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Dorset Archives Trust has a healthy balance sheet for a small charity; at the year-end we held £53,699.23 of which £37,303.53 is in restricted funds for specifically agreed purposes and £16,395.70 in unrestricted funds.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Our unrestricted funds of £16,395.70 will be used to cover our ongoing operational costs and to support the work of Dorset History Centre - support for equipment to aid the preservation or storage of archival materials and having funds on hand to purchase archival material which might come onto the open market at short notice. Funds may be used as a requirement for 'match funding' when applying for grants to facilitate a large acquisition

Amount of reserves held	Para 1.22	£16,395.70
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Public events Applications to other trusts and foundations Focused campaigns e.g. for exhibition case. Membership Fees & Gift Aid
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	Key risks are: Identification and recruitment of new, successor trustees when current trustees step down.
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document ( <a href="#">trust deed</a> , <a href="#">royal charter</a> )	Para 1.25	Constitution
How is the charity constituted? (e.g. <a href="#">unincorporated association</a> , <a href="#">CIO</a> )	Para 1.25	Unincorporated association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are voted into office at the AGM for a three-year period.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Trustees are inducted into the work of Dorset History Centre – meeting staff and hearing about the work they do, as well as the nature and variety of the historic collections held. New trustees meet with the Chairman and Hon Secretary to discuss the work of the
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		charity and the contribution that they might make. The board endeavours to undertake an annual review of the charity's priorities which includes a review of its founding principles and the actions it is taking to deliver on these.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Dorset Archives Trust
Other name the charity uses	
Registered charity number	1000142
Charity's principal address	Dorset History Centre Bridport Road Dorchester Dorset DT1 1RP

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Carola Campbell	Chairman	2013 – 16.05.2024	
2	Sam Johnston	Hon Secretary	2009 - present	
3	Debbie Shaw	Treasurer	2016 - present	
4	Annie Nethercott	Membership Secretary	2016 - present	
5	Kathryn Terkanian	Trustee	2021 - present	
6	Anne Kaile	Trustee	2016 - present	
7	Pam Donnellan	Trustee	2013 - present	
8	Jacqui Halewood	Minutes and admin secretary	2016 - present	
9	Julia Carter	Trustee	2014 - present	
10	Vicky McDonagh	Trustee	2015 - present	
11	Sara Loch	Trustee (Chairman from 16.05.2024)	2012 – present	
12	Christine Fowler	Trustee	14.12.2023 - present	
13	David Burnett	Trustee	14.03.2024 - present	

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

### Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	None
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

### Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

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### Exemptions from disclosure

Reason for non-disclosure of key personnel details

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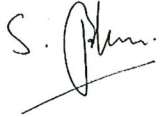
### Other optional information

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### Declarations

The trustees declare that they have approved the trustees' report above.

**Signed on behalf of the charity's trustees**

Signature(s)		
Full name(s)	Samuel Johnston	
Position (eg Secretary, Chair, etc)	Secretary	
Date	4 November 2024	



## **Independent examiner's report to the trustees of Dorset Archives Trust**

I report to the trustees on my examination of the accounts of the Dorset Archives Trust (the Trust) for the year ended 31 March 2024.

### **Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Name: Kerry Gill

Address: 15 Ludlow Road, Weymouth, Dorset. DT4 0HB

Date: 29 April 2024

Dorset Archives Trust Accounts  
1st April 2023 to 31st March 2024



	2023-2024	2022-2023
	£	£
<b>Receipts</b>		
Bank Interest	419.98	52.41
Gift Aid - general	317.62	308.03
Subscriptions	1642.00	1316.00
Donations - General	1543.00	1222.00
Donations - Purchase Fund	4812.00	5124.25
Donations - Sponsor a Box	10.00	20.00
Donations - Cornwall Railway Plans digitisation		500.00
Donations - Railway Plans conservation & digitisation	4755.00	
Donations - Unlocking Hardy	14482.75	5101.68
Events	1913.87	2173.00
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	29896.22	15817.37
<b>Expenditure</b>		
Events	320.75	311.59
Purchase Fund	5744.46	6278.80
Dorset History Centre:		
Cornwall Railway Plans digitisation		500.00
Frink Exhibition Case Appeal	460.00	2434.85
Railway Plans conservation & digitisation	2377.50	
Student Travel costs	200.00	381.50
Wimborne Railway Plan Digitisation		4500.00
Equipment	309.72	
General Administration		
Insurance	90.00	75.00
Website	285.12	288.00
PayPal , CAF & Auction House transaction fees	92.70	221.90
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	9880.25	14991.64
<b>Profit/Loss for the Year</b>	<b>20015.97</b>	<b>825.73</b>
Balance at Bank		
Lloyds	53682.35	13694.86
Virgin Money	0.00	19988.40
PayPal	16.88	0.00
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	53699.23	33683.26
Balance at Bank	53699.23	33683.26
Balance Brought forward	33683.26	32857.53
	<hr/>	<hr/>
<b>Profit/Loss for the Year</b>	<b>20015.97</b>	<b>825.73</b>

Restricted Funds

	Balance 01.04.23	Income in year	Expenditure in year	Transfers to / from General Funds	Balance 31.03.24
	£	£	£		£
Dorset Archive Trust General Reserve	3000.00	0.00	0.00	0.00	3000.00
Dorset History Centre Capital Reserve	5000.00	0.00	0.00	0.00	5000.00
Purchase Fund	1135.45	4812.00	5744.46	711.46	914.45
Sponsor a Box	272.50	10.00	0.00	0.00	282.50
Frink Exhibition Case Appeal	594.44	0.00	460.00	405.56	540.00
Railway Plans -conservation & digitisation	0.00	4755.00	2377.50	0.00	2377.50
Student Bursary	0.00	0.00	0.00	800.00	800.00
Student Travel Fund	500.00	0.00	0.00	-500.00	0.00
Student Work Placement	200.00	0.00	200.00	0.00	0.00
Unlocking Hardy	4941.72	14482.75	35.39	5000.00	24389.08
	<u>£15,644.11</u>	<u>£24,059.75</u>	<u>£8,817.35</u>	<u>£6,417.02</u>	<u>£37,303.53</u>

Purchases:

A quantity of framed and unframed newspapers, prints, maps	37.20
Hand-coloured plan A Draught of Portland the Shambles, and the Race of Portland, late 18th century print of a 17th century original. Drawn by Captain Greenville Collins	194.56
Pouncy, Harry: A shirt history of the The Old Kings Arm's Hotel Dorchester	75.00
Court Roll of the Manor of Puddletown, entries relating to rents and holdings , manuscript in Latin , on vellum, a few pen & ink calligraphic initials, 1459	405.60
HARDY, Thomas. Als re Athelhampton Church to Mr A C de Lafontaine at Athlehampton 3pp. in ink on Max Gate headed paper. Dated January 11, 1917. Signed "Yours sincerely Th.s Hardy", with the original envelope	4680.00
BOURNEMOUTH: 19THC PHOTOGRAPHS: disbound album comprising some 27 albumen-print photographs, largest approx 28.5 x 19cm, chiefly views of Bournemouth, all mounted to card leaves of oblong 8vo album, upper cover deficient.	79.30
Four late 19th-mid 20th century volumes relating to the Blackmore Vale Hunt, including accounts ledgers and records etc	272.80
	<u>£5,744.46</u>

