

Kingswood Heritage Museum Trust
Annual General Meeting October 9th, 2025, held at the Museum
A Report from the Chair of Trust

Welcome everyone and thank you for attending the Annual General Meeting this evening. This is my first AGM Report as Chair and you may find it a little different from previous reports. One thing I was hearing all the time from volunteers was that they didn't know what was happening at the Museum. Lack of communication will always be cited in every organisation and is probably true to a greater or lesser extent. To overcome this I have been producing a monthly update for all volunteers and I intend attaching the updates from January to September to this report for reference. Consequently the report will draw out some of the most important elements over the past year including notable successes and areas for further development.

Volunteers

We have 39 registered volunteers at the moment. I have tried to acknowledge the contribution of individual volunteers in the monthly reports so will not name individuals now.

The curatorial team has continued to present the Collection to a very high standard whether as displays of artefacts, photographs, interactive displays or images accessed through our computers. The model railway and Droid continue to be much appreciated by visitors.

As always, the café provides welcome refreshments to visitors at opening times and also to all who come to the varied programme of events that has been available this year. Not only does the café provide extremely valuable income for the Museum but of course it is there for all volunteers during work days and for all those using our workshops and spaces: Tools for Self Reliance; Ladies DIY; Men in Sheds; Knitters and Natters and The Douglas Club. Refreshments provide the opportunity for social engagement before our very successful Talks Programme and for those who visit in groups such as care homes. Thank you to all kitchen staff and those who ensure supplies of milk and other basic supplies are always there.

We carried out a skills audit which identified the vast array of talent amongst volunteers but it has yet to help in the search for legal expertise although our search for a new treasurer was successful.

Administration

We are fortunate to have an excellent administrative team and the backroom tasks do not always receive credit for the very time-consuming work necessary for the smooth running of the Trust.

Whether following up costs for building maintenance, preparing rotas or answering phones and emails, the work is constant. The work of the Building Manager is similarly all-consuming, partly because of the physical work involved but also because of the inevitable paperwork.

We have had a monthly session over the past year led by one of our Joint Administrators looking at footfall and how to increase our number of visitors. Visitor numbers have frequently been disappointing this year for no obvious reason as feedback via our questionnaire and visitors book is consistently good. The Treasurer and Joint Administrator have worked hard to adjust the installation of a new card payment system and this now seems to be working well.

Marketing

We had hoped to invest in a new website this year but this didn't happen and consequently new leaflets which were to be produced to complement the website design didn't happen either. We will try to progress this project as an objective in the new Forward Plan which is currently being worked on. Social media continues to provide excellent marketing for the Museum as does our profile in local papers like the Kingswood / Hanham Voice. It has been important to have good marketing this year as the number of events held at the Museum has increased greatly. These have spanned our whole season from Candle Making for Mothers' Day to our always excellent Winter Fair. A new event was the "Murder

at the Museum" mystery which attracted 48 theatre-goers.. There have been children's activities during school breaks and guided tours are being introduced which, if successful, will be held regularly.

Marketing and events help to promote our Museum and critically raise funds.

Sustainability

During the past year the Museum's major commitment to sustainable energy has been through a programme to install solar panels. Grants from WECA and Kingswood Town Council have contributed a major part of the costs but planning applications continue to slow the process down. The library on the mezzanine floor is very much in need of heating and although a heat pump system is sustainable and effective, the cost yet again may have to come from our reserves.

Partnership working

The Museum continues to work well within a partnership of heritage organisations. We are represented at the South Gloucestershire Museums Group, attended by our Heritage Officer and by the Council's Heritage Champion. There is a Warmley Group comprising KHMT, The Clock Tower, Friends of William Champion's Garden and SGC which meets to try to coordinate the work and aspirations of the three Warmley groups to raise the profile of the whole site. Some progress is now being made.

There has been excellent partnership working with the Kingswood Park Project this year, the Museum being asked to create and store an archive to record and celebrate the Park's importance to Kingswood. Similarly there was very successful partnership with Kings Chase Shopping Centre. To celebrate 50 years since the Centre opened, the Museum created and displayed a photographic record which was displayed at the Centre.

We continue to work well with local organisations such as schools and youth groups and their positive feedback is appreciated.

Fundraising

As well as securing funds for the sustainability agenda the Museum has benefited from grants to enhance technology in many ways. There are new computers for our visitors' use to access the photo archive and a generous donation has made it possible to buy a microphone system to improve sound at the monthly talks.

Funding for the restoration of The Tower remains unclear. The application is still with Heritage Lottery and we hope for developments. Meanwhile the cost of surveys, including essentials such as scaffolding, continues to escalate. Working with SGC on the extension of our lease has been slow but we must pursue it steadfastly over coming months, partly to ensure our capacity to fundraise is not compromised.

We thank the Friends of the Museum for their financial support over the past year, achieved through a dedicated team and programme of events.

This report would not be complete without acknowledging that the most enjoyable event this year was the celebration of 30 years since Kingswood Heritage Museum was established in the museum building. The focus in June was on the contribution of volunteers and it was wonderful to see so many volunteers, past and present, enjoying a cheese and wine evening on what was one of the hottest days of the summer. An amazing video was compiled, congratulating the Museum, with contributors as varied as Stephen Merchant, Mary Beard and The Wurzels.

A beautiful Pearl Rose was planted at the front of the building.

Finally, we received full Arts Council Accreditation in 2017 but as yet have not heard when we will be invited to apply for Re-Accreditation.

We look to 2025-26 as a year of further success and no doubt more challenge.

Lynda Blackwell,

Chair of KHMT. October 2025.

KINGSWOOD HERITAGE MUSEUM TRUST
RECEIPTS AND PAYMENTS ACCOUNT FOR YEAR- ENDING 31 MARCH 2025

RECEIPTS

GRANTS

WECA	13290	
SOUTH GLOS	2800	
KINGSWOOD TOWN	10000	
SGC MEMBER BROMLEY	1000	
SISTON PARISH	500	
FRIENDS OF KHM	1200	28790.00

DONATION	304.90	
ADMISSION	5641.00	
ADMISSION GROUPS OUT OF HOURS	194.00	
EDUCATION OUTREACH	705.00	
TALKS	2423.50	
CAFÉ	4367.47	
EVENTS	1506.38	
SHOP SALES	967.15	

RENTS		
PADDY JOHN'S GYM		
GYM ELECTRICITY CHARGE		
TOOLS FOR SELF RELIANCE		
MEN IN SHEDS		
LADIES DIY		
KNITTING GROUP		
DOUGLAS M/C CLUB		
LONDON DOUGLAS M/C CLUB		
ROTARY (STORAGE)		13497.93

ROOM HIRE	610.00	
MISCELLANEOUS ITEMS	697.95	

TOTAL **59705.28**

PAYMENTS

COSTS OF SERVICE

CAFÉ COSTS	875.30	
TALKS COSTS	390.00	
EVENTS COSTS	534.98	
VOLUNTEER PROVISIONS	450.40	
TRAINING GENERAL	10.00	2260.68

OPERATIONAL COSTS

COUNCIL RATES	121.53	
WATER RATES	548.00	
ELECTRICITY	7915.75	
INSURANCE	8782.81	
WASTE DISPOSAL	875.21	
HEALTH & SAFETY, FIRE	3409.19	
HYGEINE	801.55	
JANITORIAL	866.36	
CONTAINER RENT	1320.00	
MISCELLANEOUS ITEMS	303.92	24944.32

ADMINISTRATION

BT INTERNET / PHONE	2503.37	
OFFICE COSTS	345.77	
WEB / IT	244.29	
CARD CHARGES - WORLDPAY	52.71	
CARD CHARGES - NATWEST TYL	88.12	
CARD FEES NET	468.60	609.43
MEMBERSHIP	195.67	3898.53

MUSEUM COSTS

DISPLAY / CURATORIAL	3144.27	
DEVELOPMENT WORKS	34014.60	37158.87

BUILDING COSTS

BLDG REPAIRS/MAINTENANCE	19850.18	19850.18
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TOTAL **88112.58**

SUMMARY

OPENING BALANCE		68659.52
RECEIPTS	59705.28	
PAYMENTS	88112.58	
SURPLUS	(deficit)	-28407.30
CLOSING BALANCE		40252.22

RING-FENCED EXPENDITURE		
Container		2000.00
Building Insurance		8000.00

EXPENSE REPORTING CATEGORIES

OPERATIONAL COSTS	27205.00
ADMINISTRATION	3898.53
MUSEUM DEVELOPMENT	37158.87
BUILDING REPAIRS/ MNTCE	19850.18

KINGSWOOD HERITAGE MUSEUM TRUST

ACCOUNTS FOR YEAR- ENDING 31 MARCH 2025

To the Trustees and Members of the KINGSWOOD HERITAGE MUSEUM TRUST:

I have examined the books, vouchers and statements made available to me and in my opinion the statements showing income of £59,705.28 and expenditure of £88,112.58 for the year ended 31st March 2025 are consistent with those books, statements and vouchers. No adjustment for year-end creditors and debtors have been made in the above figures.

The balances at the end of the year carried forward are represented by the amount of £39,159.25 in the current account of NatWest Bank and £1,092.97 as Cash in Hand. I have seen evidence of the cash in hand at the end of the year.



Michael Bendrey,
29 December 2025