CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From January 2025 to December 2025

Charity name: The Staithes Museum and Heritage Trust

Charity registration number: 1188348

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 Staithes Museum and Heritage Trust is to provide the community of Staithes with a sense of continuity and attachment to their village by preserving and presenting our unique collection.** **The Trust aims to arouse interest in the heritage and associated stories of the daily lives, traditions and experiences of the inhabitants of Staithes, for the benefit of our local community, local groups and our national and international visitors.** **The museum is a free-entry, independent museum operated for public benefit. Its collections preserve material relating to the history, working lives, traditions and everyday experiences of Staithes and the surrounding area. Through the museum, exhibitions, interpretation, events, publications, digital resources and engagement with visitors and researchers, the Trust seeks to make this heritage accessible to as wide an audience as possible.**
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	**During 2025 the museum continued to open to the public throughout the year and welcomed visitors from Staithes, the surrounding area and from across the UK and overseas.** **The museum welcomed 46,986 visitors during 2025, representing a significant increase on the approximately 32,000 visitors recorded in 2024. The museum therefore continued to provide free public access to local heritage on a substantial scale.** **Alongside the day-to-day running of the museum, the Trust continued work in several important areas:**

		● preserving, documenting and improving access to the museum's collections; **● developing the museum's collections management system and photographic documentation;** **● researching and interpreting the stories represented by objects in the collection;** **● developing digital interpretation and making the museum's information available beyond the physical building;** **● welcoming schools, community groups, researchers and individual visitors;** **● working with local organisations, museums, heritage bodies and other partners;** **● recruiting, supporting and working with volunteers;** **● maintaining and developing the museum shop as an important source of unrestricted income;** **● participating in local events and festivals;** **● progressing the museum's work towards the requirements of national museum accreditation; and** **● seeking grant funding to support the museum's collections, interpretation, access and long-term sustainability.** **The museum remained free to enter throughout the year. Income was generated primarily through voluntary donations, shop sales, grants and Gift Aid, allowing the Trust to provide free access while continuing to meet the costs of operating and developing the museum.**
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	**The trustees confirm that they have had regard to the Charity Commission's guidance on public benefit when making decisions relevant to the Trust's charitable purposes. As a charity in England our organisation has purposes which are exclusively charitable for the public benefit.** **The museum's principal public benefit is the preservation and presentation of the heritage of Staithes and its surrounding area, together with free public access to that heritage.**

Additional information (optional)
You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including	Para 1.38	

program related investment		
Contribution made by volunteers	Para 1.38	**Contribution made by volunteers** **Volunteers remain central to the operation of Staithes Museum. During 2025, our volunteers contributed approximately 60 hours each week, supporting the museum across opening hours, visitor welcome, retail, collections, research, events, outreach and behind-the-scenes work.** **Their contribution goes well beyond staffing the museum. Volunteers provide specialist local knowledge, help to identify and interpret objects, care for the collections, support acquisitions and cataloguing, contribute to events and outreach, and help the museum maintain its connection with the local community. During the year, we also expanded opportunities for volunteers to take ownership of particular areas of work, including collections photography, cataloguing and scanning, accessibility, engagement and exhibitions.** **We are particularly grateful for the time, knowledge and enthusiasm that our volunteers continue to give to the museum. Their contribution makes it possible for a small, independent museum to achieve far more than its limited financial resources would otherwise allow.**
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	**Achievements during 2025** **2025 was a year of considerable development for Staithes Museum. Alongside continuing to welcome visitors and care for the collection, the museum made significant progress in collections management, accreditation, accessibility, outreach, digital engagement and organisational development.** **Visitors and public engagement** **The museum welcomed 46,986 visitors during 2025, an increase of 15% on the previous year. We also continued to develop ways of understanding and improving the visitor experience, including research into visitor behaviour outside the museum and the introduction of new accessibility resources.** **The museum's online reach also grew substantially. Social media posts reached approximately 108,000 people, more than five times the reach achieved in 2024. Website page views increased to more than four times the previous year's level, with the museum's history and research blogs proving particularly effective at bringing new audiences to the website.** **Collections and cataloguing** **A major achievement during the year was the continued development of the museum catalogue. The museum completed a Museum Development cataloguing project and made substantial progress towards a more accessible and useful catalogue of its collections.** **A Catalogue Open Day introduced volunteers to the developing catalogue, including object locations, public lists of objects, photographs and documents, and new digital search tools. We continued digitising archival material, adding condition information, linking catalogue records to displays and research, and bringing previously unnumbered objects onto the system.** **The museum also continued to make its collections more accessible beyond the building. A touchscreen photo archive was introduced, allowing visitors to browse more than 1,000 historic photographs from the collection. Photographs and documents were also scanned and labelled for future use.**

Collections care and conservation

Collections care was another major area of development. With support from the AIM Pilgrim Trust, the museum undertook a professional collections care audit, providing expert advice on storage, display, handling and conservation priorities. The recommendations are informing the museum's collections care policy and future funding applications.

During the year, staff and volunteers also responded to practical conservation issues, including a woodworm outbreak affecting a 1930s tapestry, and introduced improved storage and handling measures. Funding from Museum Development enabled the purchase of acid-free tissue paper, which has been used to improve the storage of historic books and other vulnerable paper materials.

These developments represent an important step towards ensuring that the collection is cared for appropriately while remaining available for public enjoyment and research.

Accreditation and organisational development

The museum made significant progress towards accreditation during 2025. This included the completion of the Museum Development cataloguing project, development of collections care procedures and policies, work on forward planning, and continued support from our Accreditation Adviser, Esther Graham.

Trustees also undertook forward-planning and business-strategy training, considering the museum's strengths, challenges, opportunities, governance, financial sustainability, community impact, resources and future priorities.

The museum strengthened its organisational structure during the year. Sarah and Douglas joined the team, bringing additional capacity in areas including retail, collections care, accessibility, outreach and engagement. Trustees were also given defined areas of responsibility across Engagement and Experience, Collections, and Governance and Finance, helping to clarify ownership of roles, and improve communication.

Volunteers

Volunteers remain at the heart of Staithes Museum, contributing approximately 60 hours every week across visitor welcome, collections care, research, cataloguing and other museum activities.

During 2025 we introduced the Northern Museums Volunteer Pass scheme, held Volunteer Open Days and a catalogue training day, and created a wider range of

volunteering opportunities. Volunteers contributed to scanning and labelling photographs, photographing the collection, recording object locations and undertaking focused projects.

The museum also hosted work-experience placements, giving young people practical experience of visitor engagement, collections management, exhibition work, research and museum retail.

Outreach, access and learning

The museum expanded its outreach activity during the year. We welcomed a group from Dementia Forward, hosted a school visit from Seton School, held an open archive visit in partnership with 3 Minute Arts, and took our loans box into the community.

A locals' evening, supported by the Co-op, brought local residents into the museum to meet the team, explore the collections and share their own memories and stories. Museum learning materials were also shared with Out of the Box Learning, where they are being used in classrooms and for learning at home across Yorkshire.

New accessibility resources were introduced, including a What to Expect Guide and a Visual Story, helping visitors understand the museum's layout, environment and sensory experience before visiting.

Research and interpretation

The museum continued to undertake and share original research into Staithes and its history. During the year we published research and stories relating to figures and subjects including Annie Weatherill Cole, Thomas Kirton, the Staithes fishermen commemorated on Bill Hinchley's Memorial Board, local folklore and the Staithes mermaid tradition.

The museum also began recording oral histories, with Anne King's memories of growing up around Staithes providing the first pilot recording for a developing oral-history archive.

This work demonstrates the value of the museum not only as a place to display objects, but as a centre for research, local knowledge and the preservation of community memory.

Partnerships and external support

The museum benefited from a wide range of partnerships and external support during the year. North York Moors National Park supported the production and distribution of museum brochures and the development of a film of Bill Hinchley's village walk. The Co-op provided £250 towards the development of a new Welcome Shelf, while

		AIM supported the collections care audit. Museum Development provided cataloguing, conservation and forward-planning support, and North Yorkshire Council funded the museum apprenticeship which has allowed Rosie to study curatorship at Teesside University. **The museum also continued to work with local organisations including Hinderwell Parish Council, Whitby Museum, the Coble and Keelboat Society, Dementia Forward, 3 Minute Arts and Out of the Box Learning.** ## Income generation and sustainability **The museum continued to develop its retail and fundraising activities during the year. The shop was reorganised and the retail offer made more focused on Staithes and its heritage, while the introduction of new products and improved merchandising contributed to increased shop income per visitor.** **A new donation machine was installed, providing clearer confirmation of donations and allowing visitors to complete Gift Aid details digitally. The museum also continued to benefit from grants, donations and practical support from individuals and partner organisations.** **The combination of increased visitor numbers, retail income, donations, grant support and volunteer contribution has helped the museum maintain its activities while continuing to invest in its collections and future development.** **Overall, 2025 was a year in which Staithes Museum strengthened the foundations of the organisation while continuing to deliver a busy programme of public engagement. The museum made measurable progress towards accreditation, improved the way it cares for and shares its collections, increased its reach both physically and online, expanded opportunities for volunteers and learners, and strengthened its relationships with the local community and partner organisations.**

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	**The financial statements for the year ended 31 December 2025 accompany this report.** **Income for the year: £100,261.05** **Expenditure for the year: £92,181.30** **Net income/(expenditure): £8,079.75** **The principal sources of unrestricted income were donations, shop sales and Gift Aid, supplemented by grant income supporting both specific projects and core running costs.** **The trustees continue to monitor expenditure carefully to ensure that available resources are used to support the Trust's charitable purposes and the long-term preservation and public accessibility of the museum's collection.**
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	**The trustees recognise the importance of maintaining adequate reserves to protect the museum against unexpected expenditure and fluctuations in income. During the previous reporting period the trustees agreed to work towards building reserves equivalent to approximately six months' running costs. At 31 December 2025 the Trust held reserves of £20,458.12. The trustees recognise that this remains below the longer-term target and will continue to review and build reserves as resources permit.**
Amount of reserves held	Para 1.22	
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	**There were no material commitments or designated funds at the year end. Two routine shop-stock invoices outstanding at 31 December 2025 were subsequently paid in January 2026**
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	**The trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.**

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	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		**The Staithes Museum and Heritage Trust is a Charitable Incorporated Organisation (CIO) governed by its constitution.**
Type of governing document (trust deed, royal charter)	Para 1.25	**Constitution**
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	**Charitable Incorporated Organisation (CIO)**
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	**The Trust is governed by a board of trustees. New trustees may be appointed where individuals with skills and experience that would benefit the charity express an interest, subject to the agreement of the existing trustees and the requirements of the Trust's governing document.**

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	**The Trust works with volunteers and with external organisations and individuals who provide specialist advice, practical assistance, funding and other support.**
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		**The trustees recognise that effective governance is essential to safeguarding the museum's collection and ensuring that the charity remains sustainable and accountable to its beneficiaries, supporters and funders.**

Reference and Administrative details

Charity name	The Staithes Museum and Heritage Trust
Other name the charity uses	
Registered charity number	1188348
Charity's principal address	The Staithes Museum and Heritage Trust High Street Staithes North Yorkshire TS13 5BQ

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	David Linley	Chair		
	2	Caroline Hawley	Trustee		
	3	Colin Pyrah	Trustee		
	4	David Milnes	Trustee		
	5	Jackie Ambrosini	Trustee		
	6	Ray Williams	Trustee		
	7	Val Lake	Trustee		
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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	The Trust did not act as a custodian or holding trustee for any other charity during the reporting period.
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

	Type of adviser	Name	Address

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

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Other optional information

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	V Lake
Full name(s)	Valerie Lake
Position (eg Secretary, Chair, etc)	Trustee
Date	29/09/2026

Staithes Museum and Heritage Trust

Year ended 31 December 2025

Income

	Cash Sales	Card Sales	Cash Donations	Card Donations	Other Donations	Donation Machine	Rent	Other Income	Gift Aid Tax	Grants	Totals
	£	£	£	£		£	£	£			£
Jan-25	451.24	986.28	406.50	43.00	630.00	680.20	420.00				3,617.22
Feb-25	447.95	1,380.47	462.95	49.00		470.49	220.00	30.00			3,060.86
Mar-25	797.95	2,394.03	876.00	52.10		1,021.72	600.00				5,741.80
Apr-25	1,038.45	3,159.20	804.55	239.20		930.05	480.00				6,651.45
May-25	1,123.44	2,741.34	1,045.00	26.40	80.00	606.73	480.00				6,102.91
Jun-25	1,183.51	3,988.07	809.65	33.00		1,123.99	600.00			250.00	7,988.22
Jul-25	1,253.25	4,041.57	605.82	146.50		1,311.18	480.00			3,000.00	10,838.32
Aug-25	2,573.33	6,940.69	853.00	41.00		1,868.90	600.00		5,855.71		18,732.63
Sep-25	1,696.40	5,325.78	909.00	11.50	250.00	1,698.07	480.00				10,370.75
Oct-25	1,393.53	4,943.39	877.31	49.00	750.00	1,536.28	640.00			4,238.00	14,427.51
Nov-25	864.01	2,341.54	528.00	5.00		1,398.07	560.00			1,427.40	7,124.02
Dec-25	1,023.89	2,323.98	462.00	20.00		967.66	420.00	387.83			5,605.36
Totals	**13,846.95**	**40,566.34**	**8,639.78**	**715.70**	**1,710.00**	**13,613.34**	**5,980.00**	**417.83**	**5,855.71**	**8,915.40**	**100,261.05**

Staithes Museum and Heritage Trust

Year ended 31 Decenber 2025

Expenditure

	Rent	Wages inc PAYE & NIC	NEST	Water	Electric	Card Machine	Bank Charges	Phone	Website	Stock	Insurance	Maintenance	Marketing	Capital Expenditure	Misc/Other	TOTALS
Jan-25	500.00	0.00	0.00	0.00	234.72	57.53	29.71	84.96	0.00	752.65	0.00	630.00			0.00	**2,289.57**
Feb-25	500.00	4,407.54	422.53	144.61	273.52	57.53	26.37	80.48	0.00	402.81	0.00	0.00			167.07	**6,482.46**
Mar-25	500.00	2,674.84	141.89	0.00	236.38	87.53	27.21	81.06	0.00	1,107.22	0.00	0.00		980.00	531.92	**6,368.05**
Apr-25	500.00	3,772.31	109.20	0.00	121.99	87.53	30.10	92.21	0.00	2,245.41	0.00	0.00			63.98	**7,022.73**
May-25	500.00	584.26	0.00	95.62	189.76	129.59	46.51	89.86	12.99	2,813.67	0.00	0.00			89.02	**4,551.28**
Jun-25	500.00	7,120.18	0.00	0.00	178.52	51.59	41.85	86.64	0.00	3,041.43	0.00	0.00			191.16	**11,211.37**
Jul-25	500.00	3,560.09	327.60	0.00	282.00	51.59	45.15	86.87	0.00	3,531.11	0.00	0.00			565.25	**8,949.66**
Aug-25	500.00	0.00	70.37	41.77	194.80	51.59	54.24	101.65	0.00	3,327.19	0.00	102.00			220.60	**4,664.21**
Sep-25	500.00	7,406.08	410.10	0.00	178.47	51.59	46.17	191.93	0.00	3,949.91	0.00	102.99			198.41	**13,035.65**
Oct-25	500.00	3,560.09	183.21	0.00	188.92	30.00	56.77	63.91	0.00	3,332.88	0.00	0.00	3,988.00		158.55	**12,062.33**
Nov-25	500.00	0.00	0.00	204.29	214.99	30.00	58.57	43.44	0.00	3,029.01	439.05	0.00			1,455.09	**5,974.44**
Dec-25	500.00	6,593.12	0.00	0.00	241.83	30.00	40.07	152.04	0.00	1,747.56	0.00	0.00			264.93	**9,569.55**
Totals year ended 31 Dec 25	**6,000.00**	**39,678.51**	**1,664.90**	**486.29**	**2,535.90**	**716.07**	**502.72**	**1,155.05**	**12.99**	**29,280.85**	**439.05**	**834.99**	**3,988.00**	**980.00**	**3,905.98**	**92,181.30**

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INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE STAITHES MUSEUM AND HERITAGE TRUST

I report to the Trustees on my examination of the accounts of The Staithes Museum and Heritage Trust for the year ended 31 December 2025.

Responsibilities and basis of this 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 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.

Patricia A Daniels

Patricia A Daniels
Chartered Tax Advisor

Positive Tax Solutions LLP
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Date of report 26th September 2026

pd group