REGISTERED CHARITY NUMBER: 278909

REPORT OF THE TRUSTEES AND

UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

FOR

THE MILITARY INTELLIGENCE MUSEUM

Bright Brown Limited
Chartered Accountants
Exchange House
St. Cross Lane
Newport
Isle of Wight
PO30 5BZ

THE MILITARY INTELLIGENCE MUSEUM

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FOR THE YEAR ENDED 31 DECEMBER 2021

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REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021

The trustees present their report with the financial statements of the charity for the year ended 31 December 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and Aims

The primary objective of the Military Intelligence Museum (MIM) is to uphold the traditions of the Intelligence Corps and to perpetuate its deeds. To achieve this objective, the role of the Trustees is to direct the staff to conserve, make accessible, interpret and modernise the collection and Corps archives.

The trustees aim to give effect to their vision by establishing a second element of the Museum in bigger and more accessible site. This project is managed by a separate CIO, in order to ensure that the current museum operation continues with its core role.

Activities

During the year to 31 December 2021 the total expenditure was £150,742 (2020: £135,362). The funds were used to continue the management of the collection and archive, and such public availability of the Museum site as was possible. Some new displays have been added but most of this year's effort has been focused on the improvement of facilities, the archive and the digital and online presence of MIM..

ACHIEVEMENT AND PERFORMANCE

Achievements and Performance

The continuation of the Covid pandemic severely restricted the activities of the Trust. Compliance with Government regulations resulted in the closure of the Museum to the public for the majority of the reporting period. The funding arrangements however, through the Army Museums Ogilby Trust, allowed us to retain staff and carry out a range of activities in support of the collections and archives. New exhibitions were created and old displays updated. The website was reviewed and updated with a new design and additional online resources. There was limited accession of items to the collections. The Museum re-opened to the public in September 2021 and volunteers returned to support the Museum in October.

FINANCIAL REVIEW

Financial position

Total income for the year amounted to £138,377 (2020: £123,424). Total expenditure amounted to £150,742 (2020: £135,362). The museum had net outgoing resources for the year of £12,365 (2020: £11,938). Total funds to carry forward at 31 December 2021 were £201,660 (2020: £214,025).

Principal funding sources

The primary sources of income are:

- Donations
- Grants
- Subscriptions from the Friends of the Intelligence Corps Museum (life membership or annual subs)
- MIM staff capitation costs are paid for by the MoD

The Museum also received tax reclaimed under the Gift Aid Scheme.

Reserves policy

The Trustees agreed that there would be no commitment to any expenditure unless sufficient funds were already available. The Trustees have agreed a cash reserve policy of £20,000 to remain in the charity bank account.

FUTURE PLANS

The MIM aims to establish long-term sustainability through the project to a establish second, bigger and more accessible, site and as noted above the museum has established a separate CIO to undertake the project so that the existing museum can continue to operate as normal during the process. The existing Museum site will then be further developed.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Structure

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

The Intelligence Corps Museum (now the MIM) was established by Trust Deed dated 3 October 1979.

The Intelligence Corps Museum is one of five collections held under the umbrella of the Military Intelligence Museum, based at Chicksands, Bedfordshire. The co-located collections are:

The Medmenham Collection
The United States Airforce at Chicksands Collection.
The BRIXMIS Collection
The Y Service Collection

Appointment of new trustees

Four Trustees are appointed ex-Officio by virtue of holding the following Intelligence Corps offices:

- Deputy Colonel Commandant
- Corps Colonel Intelligence Corps
- Corps Secretary
- Intelligence Corps Sergeant Major

Two Trustee are appointed ex-Officio, in the broader military intelligence context, by virtue of holding this office:

- DACO (Naval Intelligence)
- COS National Centre for Geospatial Intelligence & Head NCGI Analysis (RAF Intelligence)

The remaining Trustees have been appointed as they demonstrated an active interest in Military Intelligence and Intelligence Corps heritage.

Decision making

The MIM Trustee Board has overall responsibility for the running of the charity.

Day to day running of the MIM is delegated to the Museum Curator and staff, which comprises of an Archivist, an Assistant Curator and several Volunteers.

Trustee Induction and Training

All Trustees have been furnished with a copy of the governing document, the most recent annual report and accounts, and a copy of 'The Essential Trustee: What you need to know'.

Ministry of Defence (MoD) Heritage Branch

The Heritage Branch provides overall guidance on how to reflect MoD policy towards supported Regimental and Corps Museums.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number
278909

Principal address
Military Intelligence Museum
Chicksands
Shefford
Bedfordshire
SG17 5PR

Trustees
The charity has been given a dispensation by the Charity Commission from publishing the names of its trustees.

Independent Examiner
Bright Brown Limited
Chartered Accountants
Exchange House
St. Cross Lane
Newport
Isle of Wight
PO30 5BZ

Museum curator
Mr Justin Steadman

Bankers
Holts Military
Holts Farnborough Branch
Lawrie House
Victoria Road
Farnborough
GU14 7NR

Approved by order of the board of trustees on ..... and signed on its behalf by:

.....
Trustee

Independent examiner's report to the trustees of THE MILITARY INTELLIGENCE MUSEUM
I report to the charity trustees on my examination of the accounts of THE MILITARY INTELLIGENCE MUSEUM (the Trust) for the year ended 31 December 2021.

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 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; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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.

David Stevens
ACA
Bright Brown Limited
Chartered Accountants
Exchange House
St. Cross Lane
Newport
Isle of Wight
PO30 5BZ

Date: .....

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		58,899	61,303	120,202	118,984
Investment income	2	7	-	7	47
Other income		18,168	-	18,168	4,393
Total		77,074	61,303	138,377	123,424
EXPENDITURE ON					
Charitable activities					
To educate the public and members of the Corps in the history and military accomplishments of the Corps		89,745	60,997	150,742	135,362
NET INCOME/(EXPENDITURE)		(12,671)	306	(12,365)	(11,938)
RECONCILIATION OF FUNDS					
Total funds brought forward		202,850	11,175	214,025	225,963
TOTAL FUNDS CARRIED FORWARD		190,179	11,481	201,660	214,025

The notes form part of these financial statements

BALANCE SHEET
31 DECEMBER 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
FIXED ASSETS					
Tangible assets	6	137,352	-	137,352	152,613
CURRENT ASSETS					
Debtors	7	2,070	-	2,070	3,708
Cash at bank		52,666	12,672	65,338	60,241
		54,736	12,672	67,408	63,949
CREDITORS					
Amounts falling due within one year	8	(1,909)	(1,191)	(3,100)	(2,537)
NET CURRENT ASSETS		52,827	11,481	64,308	61,412
TOTAL ASSETS LESS CURRENT LIABILITIES		190,179	11,481	201,660	214,025
NET ASSETS		190,179	11,481	201,660	214,025
FUNDS	9				
Unrestricted funds				190,179	202,850
Restricted funds				11,481	11,175
TOTAL FUNDS				201,660	214,025

The financial statements were approved by the Board of Trustees and authorised for issue on ..... and were signed on its behalf by:

.....
Trustee

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements
The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income
All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure
Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Intangible income
Intangible income, which comprises donated services, is included in income at a valuation which is an estimate of the financial cost borne by the donor.

Heritage assets
The Museum holds a large number of heritage assets in connection with the history of the Intelligence Corps. A significant number of artefacts are on loan from individuals and other institutions and other institutions. heritage assets acquired by the Museum at no cost have been excluded from the accounts as their value is uncertain and the cost of valuing them would not be justified by the benefit gained.

Tangible fixed assets
All assets costing more than £50 and assets of any value purchased for display within the museum are capitalised and included in the financial statements at historic cost less accumulated depreciation.

Depreciation is provided on fixed assets at rates calculated to write off the cost or valuation less estimated residual value, of each assets its expected useful life as follows:

Museum property, exhibits & fittings	- 10% reducing balance

Taxation
The charity is exempt from tax on its charitable activities.

Fund accounting
Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

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2. INVESTMENT INCOME

	2021	2020
	£	£
Deposit account interest	7	47

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2021 nor for the year ended 31 December 2020.

Trustees' expenses

	2021	2020
	£	£
Trustees' expenses	39	-

4. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2021	2020
Museum duties	2	1
Administrator	1	1
	3	2

No employees received emoluments in excess of £60,000.

The curator is considered key management personnel. The employment benefits for the role were £39,711 for the year ended 31 December 2021 (2020 - £40,430).

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES (2016)

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
INCOME AND ENDOWMENTS FROM			
Donations and legacies	57,221	61,763	118,984
Investment income	47	-	47
Other income	4,393	-	4,393
Total	61,661	61,763	123,424
EXPENDITURE ON			
Charitable activities			
To educate the public and members of the Corps in the history and military accomplishments of the Corps	78,264	57,098	135,362
NET INCOME/(EXPENDITURE)	(16,603)	4,665	(11,938)

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES (2016) - continued

	Unrestricted funds £	Restricted funds £	Total funds £
RECONCILIATION OF FUNDS			
Total funds brought forward	219,453	6,510	225,963
TOTAL FUNDS CARRIED FORWARD	202,850	11,175	214,025

6. TANGIBLE FIXED ASSETS

	Museum display, artefacts, and archive £	Online shop £	Totals £
COST			
At 1 January 2021 and 31 December 2021	457,544	9,298	466,842
DEPRECIATION			
At 1 January 2021	308,933	5,296	314,229
Charge for year	14,861	400	15,261
At 31 December 2021	323,794	5,696	329,490
NET BOOK VALUE			
At 31 December 2021	133,750	3,602	137,352
At 31 December 2020	148,611	4,002	152,613

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade debtors	2,070	2,070
Other debtors	-	1,638
	2,070	3,708

continued...

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade creditors	1,208	1,288
Other creditors	1,892	1,249
	3,100	2,537

9. MOVEMENT IN FUNDS

	At 1.1.21	Net movement in funds	At 31.12.21
	£	£	£
Unrestricted funds			
General fund	45,751	2,591	48,342
Designated fund - USA section	4,485	-	4,485
Designated fund - Fixed assets held	152,614	(15,262)	137,352
	202,850	(12,671)	190,179
Restricted funds			
Oligby Trust	8,431	306	8,737
Le Chene	616	-	616
AMOTs	2,099	-	2,099
Heritage Lottery Fund	29	-	29
	11,175	306	11,481
TOTAL FUNDS	214,025	(12,365)	201,660

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	77,074	(74,483)	2,591
Designated fund - Fixed assets held	-	(15,262)	(15,262)
	77,074	(89,745)	(12,671)
Restricted funds			
Oligby Trust	61,303	(60,997)	306
TOTAL FUNDS	138,377	(150,742)	(12,365)

continued...

9. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.20 £	Net movement in funds £	Transfers between funds £	At 31.12.20 £
Unrestricted funds				
General fund	47,488	354	(2,091)	45,751
Designated fund - USA section	4,485	-	-	4,485
Designated fund - Fixed assets held	167,480	(16,957)	2,091	152,614
	219,453	(16,603)	-	202,850
Restricted funds				
Oligby Trust	3,766	4,665	-	8,431
Le Chene	616	-	-	616
AMOTs	2,099	-	-	2,099
Heritage Lottery Fund	29	-	-	29
	6,510	4,665	-	11,175
TOTAL FUNDS	225,963	(11,938)	-	214,025

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	61,661	(61,307)	354
Designated fund - Fixed assets held	-	(16,957)	(16,957)
	61,661	(78,264)	(16,603)
Restricted funds			
Oligby Trust	61,763	(57,098)	4,665
TOTAL FUNDS	123,424	(135,362)	(11,938)

continued...

9. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.20 £	Net movement in funds £	Transfers between funds £	At 31.12.21 £
Unrestricted funds				
General fund	47,488	2,945	(2,091)	48,342
Designated fund - USA section	4,485	-	-	4,485
Designated fund - Fixed assets held	167,480	(32,219)	2,091	137,352
	219,453	(29,274)	-	190,179
Restricted funds				
Oligby Trust	3,766	4,971	-	8,737
Le Chene	616	-	-	616
AMOTs	2,099	-	-	2,099
Heritage Lottery Fund	29	-	-	29
	6,510	4,971	-	11,481
TOTAL FUNDS	225,963	(24,303)	-	201,660

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	138,735	(135,790)	2,945
Designated fund - Fixed assets held	-	(32,219)	(32,219)
	138,735	(168,009)	(29,274)
Restricted funds			
Oligby Trust	123,066	(118,095)	4,971
TOTAL FUNDS	261,801	(286,104)	(24,303)

A designated fund was established from donations received in 2009 and 2008 to be used to support any costs incurred regarding the USA displays in the museum.

During the year restricted funds existed as follows:

Oligby trust in respect of payment of wages for museum staff. The balance of the fund represents unspent funding as the posts were not fully staffed in 2016.

Le Chene fund has been donated for the purchase of film equipment.

continued...

9. MOVEMENT IN FUNDS - continued

AMOT provided a grant for marketing and website expenditure.

Heritage Lottery Fund was to fund a video commemorating 1918.

10. RELATED PARTY DISCLOSURES

During the year, the charity has recieved funds of £15,000 (2020: £15,000) from The Intelligence Corps Charity to assist with annual running costs of the museum.