

BUDLEIGH SALTERTON ARTS CENTRE AND MUSEUM (FAIRLYNCH) 2020-21 TRUSTEES' REPORT TO CHARITY COMMISSION

The Trustees of the Budleigh Salterton Arts Centre and Museum present their annual report and audited accounts for the year ended 31st January, 2021.

Our Aims

Opened in 1967, Budleigh Salterton Arts Centre and Museum (Fairlynch) is an educational charity administered by Trustees. The Museum aims to display imaginatively archaeological and geological objects, documents, photographs, art works and other information relating to the history of the town of Budleigh Salterton and the parishes of the Lower Otter Valley as far as Newton Poppleford and Harpford. Fairlynch was Fully Accredited by Arts Council England in 2013. Accreditation was reviewed in 2018 and Full Accreditation re-confirmed in February 2019.

Objectives and Activities

Fairlynch is committed to providing the residents and visitors to Budleigh Salterton and Parishes of the Lower Otter Valley with exhibitions that are attractive, interesting and informative. It is also committed to providing educational opportunities about the history of the area for people of all ages, through outreach to schools, colleges, and the community.

The Museum is open from Easter through October six days a week, Tuesday to Sunday and on Bank Holiday Mondays. Unfortunately, due to the Coronavirus Pandemic, the Museum was unable to open for the 2020 season but it opened in July 2021 for five hours each day.

Because of the anticipated increase in visitors to the town it was decided to double opening hours by introducing a morning shift for stewards from 11:30 am to 2:00 pm. This has proved challenging at times but has been largely manageable. An analysis of visitor numbers at the end of the year will determine whether to continue the double shift in 2022.

When planning our activities for the year, the Trustees have considered the Charity Commission's public benefit guidance and aim to put on exhibitions that are directly linked to local and/or national events that are relevant to the area and judged to be of interest to the local community.

Achievements and Performance

Exhibitions

Devon's new world explorers

Following the series of successful events in 2018 marking 400 years since the execution of Sir Walter Raleigh the museum staged a display highlighting the achievements of other 16th and 17th century navigators. The exhibition looked forward to the Mayflower 400 celebrations in 2020, which would commemorate the historic voyage of the Pilgrim Fathers and the founding of modern America. Due to the Coronavirus Pandemic the Mayflower celebrations were postponed. However, the Fairlynch's exhibition continued, and continues, and makes the point that Devon men such as Sir Walter Raleigh and Sir

Humphrey Gilbert established English colonies in North America decades before the Pilgrim Fathers sailed.

Items on display include a large model of Sir Francis Drake's ship the Golden Hinde, kindly lent by Dartmouth Museum, and Fairlynch's portrait thought to be of Sir Walter Raleigh.

The Croquet Club

This being the 150th anniversary of the founding of the Budleigh Salterton Croquet Club, an exhibition of the history of the club is currently on display.

Memories of VE Day.

Also currently on display is an exhibition of photographs and memorabilia commemorating VE Day.

Joyce Dennys (1893-1991)

We are also exhibiting several of the fine paintings of this local artist. This coincides with perhaps the most exciting event of the year which has been the publication of a book "An Artist's Life and Work in her Place and Times 1893 - 1991" by a local author, Mrs Sarah Bussy, which was recently launched at the Budleigh Salterton Literary Festival. The cost of design, printing and binding was funded entirely by a few generous Friends of Fairlynch which means that Fairlynch coffers benefit from the full price of every copy sold. It is especially fitting that this has been achieved in the centenary year of our founder and President, Joy Gawne, as she and Joyce were friends who shared a love of amateur dramatics.

Coffee Time Talks

Fairlynch continues to present a series of public talks to fulfil, in part, our commitment to provide educational opportunities about the history of the area. Held on the first Wednesday of the month the programme covers a variety of subjects. The series attracts an average audience of about 50 and contributes some welcome funds to the Museum, as well as several new members. This programme will become a permanent part of the Museum's outreach activities.

Participation in Local Events

Local events were necessarily curtailed due to the Coronavirus Pandemic but Fairlynch actively participated in the Lions Club table-top sales in the summer and autumn of 2021.

Membership

In 1969 the FRIENDS OF FAIRLYNCH was formed to support the development of the Museum and to be a fundraising arm of the Charity. The minimal annual subscription is £15.00 per individual or £20.00 per family/household at one address.

Overall numbers have remained much the same over the year as people have left so others have joined. Membership currently stand at 367.

The Fairlynch

The Fairlynch is the Museum's magazine and is distributed three times a year to all Friends of Fairlynch. It is also available for sale in the Museum's shop for a nominal sum. A glossy A5 sized booklet of some 30 pages, it provides a selection of articles about the Museum's exhibitions and exhibits, as well as features on local interest subjects. It is largely self-funded through the selling of advertising space.

Fairlynch has benefited from a year of stability in its key people. William Mearns is the newcomer on the scene as newsletter editor, the summer *Fairlynch* marking his debut edition. Thanks are due to Roz Hickman and Carole Walker for editing the autumn 2020 and spring 2021 editions respectively.

Shop

The Museum operates a shop within the building, selling cards, posters, books, and collectables. It generates a small financial surplus.

Buildings

Trustees are acutely aware of their responsibility for the maintenance and upkeep of the Grade 2 Listed building Fairlynch and adjacent Linhay. Located close to the sea, the humid, salt-laden environment presents a maintenance challenge requiring frequent attention. The thatched roof, last renewed some 9 years ago, is inspected annually by a professional thatcher. Renewal of the main thatch will be needed in a decade or so and will present a significant item of expenditure in the balance sheet.

The last year has been dominated by building works and the need to obtain Planning Permission and Listed Building Consent. Fairlynch looks the best it has for many years; restored thatch, repaired masonry, three replacement French windows, external painting and replaced iron handrails at the top and bottom of the garden paths. In all this has cost over £30,000. Fairlynch is grateful to The Pilgrim Trust, The Norman Family Charitable Trust, and Devon County Council for grants which contributed almost half of this cost.

A further expense in the offing pending East Devon District Council approval will be the cost of replacing single-glazed wooden-framed windows with double-glazed aluminium windows in the accommodation flat. Although built as an extension to Fairlynch in the 1970s, and virtually invisible to museum visitors, it is still considered part of the Grade 2 Listed building. New windows will not only improve the living accommodation but also reduce the heating bill.

The need to provide a year-round optimum environment for the collections is achieved through humidity-controlled dehumidifiers and temperature-controlled gas central heating in Fairlynch and adjacent Linhay.

Financial Review

The year was a challenging one for the Museum but it resulted in a net excess of income over expenditure of £3,632.

Friends' subscriptions and general donations showed a slight increase over the previous year and we received over £11,000 in Covid-related grants.

Expenditure was largely in line with the previous year with the exception of £9,294 spent on thatched roof repairs, drawn from the Restricted Fund.

During the year £80,000 was transferred from existing bank accounts and invested with St James' Place Wealth Management, where it is achieving steady capital growth in an uncertain market.

Overall the financial position of the Museum remains very stable and healthy

Reserves Policy

It is our policy that reserves are invested in low risk, income generating funds. Discussions took place during the year with representatives of wealth management companies as a result of which St James Place Wealth Management was appointed to manage the investment of available funds.

Volunteers

Fairlynch is managed and run entirely by volunteers. The Trustees wish to express their deep appreciation and grateful thanks to all the volunteers, without whom Fairlynch Museum would cease to exist.

Some 50 volunteers, including all the Trustees, are involved in the multiple activities that are required to keep the Museum operating.

Personnel

It is becoming increasingly difficult to find volunteers to take on leadership roles, as well as the day to day operational tasks that need to be undertaken to keep the Museum viable. A new Chairman has not been identified to replace the existing Chairman, who has been in office for six years.

Stewards

A key group of volunteers is the Stewards, without whom the Museum would be unable to open to the public. A Stewards Committee meets at least three times a year to manage the recruitment, training and oversight of these volunteers. A minimum of four duty stewards each day is needed and they play a vital role in engaging with visitors and safeguarding the collections on display. Except in 2021 due to the Covid Pandemic, the stewards meet annually, usually just prior to the Museum opening, to be briefed on the exhibitions, given an appraisal of the previous year and overview for the forthcoming season. New volunteer stewards are initiated by shadowing an experienced steward until they feel competent in the role. Most begin upstairs where there are fewer responsibilities. Large files explaining the exhibits, duties and management of the museum are located on the upstairs desk and at Reception. These are updated regularly. Stewards sign up for duty on line or in the diary held at Reception and these duties are confirmed by email. The Trustees are especially grateful to all the stewards for their continuing commitment.

Gardening

We have a small group of volunteers who look after the Fairlynch gardens. Located as we are in close proximity to the beach at Budleigh, the garden frames the beauty of this thatched property and provides visitors with a welcome spot to enjoy local flora.

Collections

Several volunteers are involved in collecting, conserving, interpreting and displaying the Museum's collection.

Structure, Governance and Management

Fairlynch Museum is set up and managed in accordance with its Constitution.

The Trustees meet monthly, the General Committee every quarter and Stewards at least three times annually.

The Annual General Meeting of all members was held on 11th October, 2021.

External Relationships

Fairlynch is a member of the Devon Museums Group and the East Devon Museums Group, where members exchange information and ideas and report on their current exhibitions. The Museum is also a member of the SWMDP, which funds the services of a Community Museums Officer and a Conservation Development Officer to provide professional advice.

The Museum is a member of the Budleigh Salterton Chamber of Commerce and makes every effort to support community activities.

Administration Information

The Fairlynch Museum is situated at 27 Fore Street, Budleigh Salterton, Devon EX9 6NP.

Trustees who served from 1st February 2021 to the date of this report are:

Trevor Waddington OBE Chair
Mark Hazel
Christine Fry
Rosalind Hickman
Ian Lacey
Tony Venning
Bernard Hadley

Approved by the Trustees on 23rd November, 2021, and signed on behalf of the Trustees on 23rd November, 2021 by:



**Trevor Waddington OBE
Chairman**

Income and Expenditure Account for the year ended 31st January, 2021.

INCOME:	2021	2021	2020	2020
Grants etc.	£	£	£	£
Covid Business Support Grants	11,334		0	
Budleigh Salterton Town Council	500		400	
Budleigh Salterton Chamber of Commerce	-		75	
Clinton Devon Estates Ltd.	-		500	
Legacy	-		1,000	
Sale of costumes	-		226	
		11,834		2,201
Regular income				
Donations	5,565		4,143	
Friends' subscriptions etc.	5,851		5,233	
Gift Aid	1,999		1,251	
Shop profits	317		1,141	
Book sales	71		-	
Sundry income/ talks	442		515	
Interest received	84		588	
		14,329		12,871
		26,163		15,072
TOTAL INCOME:		26,163		15,072
EXPENDITURE:				
Capital and major projects				
Thatching- restricted fund	9,294		-	
Exhibition costs	-		1,009	
Picture purchase	-		191	
		9,294		1,200
Operating costs				
Friends recruitment and newsletter	814		596	
Insurance	3,277		3,298	
Office costs, IT, postage and telephone	1,356		1,161	
Alarm maintenance	1,424		1,717	
Council tax	1,372		1,439	
Garden	617		1,181	
Gas and electricity	2,169		2,120	
General maintenance	1,032		531	
Water	562		648	
Advertising	-		197	
Talks	142		-	
Subscriptions	25		158	

Sundries	<u>447</u>		<u>678</u>
		13,2	13,72
		37	4
		<u>22,5</u>	<u>14,92</u>
TOTAL EXPENDITURE:		31	4
		<u>3,63</u>	
NET INCOME:		<u>2</u>	148
		<u> </u>	<u> </u>

**Balance Sheet at 31st
January, 2021,**

	2021	2021	2020	2020
	£	£	£	£
CURRENT ASSETS:				
Investments				
St James' Place	81,654		-	
BMO	29,081		29,081	
		<u>110,735</u>		29,081
Shop stock		497		597
Gift Aid debtor		-		250
Dividends debtor		84		-
Bank balances				
Lloyds Current Account	31,242		24,796	
NatWest (Friends)	159		7,600	
Virgin Money	3,815		78,815	
		<u>35,216</u>		111,211
TOTAL CURRENT ASSETS:		<u>146,532</u>		<u>141,139</u>
LESS: CURRENT LIABILITIES:				
Accrued expenses	587		-	
Provision for gas and electricity	200		580	
Provision for water	100		200	
		<u>887</u>		<u>780</u>

NET ASSETS:	<u><u>145,6</u></u> <u>45</u>	<u><u>140,3</u></u> <u>59</u>
REPRESENTED BY:		
Funds brought forward	140,3 59	135,4 56
Net income for the year	3,632	148
Increase in investment valuation (unrealised)	<u>1,654</u>	<u>4,755</u>
FUNDS CARRIED FORWARD:	<u><u>145,6</u></u> <u>45</u>	<u><u>140,3</u></u> <u>59</u>
General funds	105,3 78	90,79 8
Restricted funds	40,26 7	49,56 1
	<u><u>145,6</u></u> <u>45</u>	<u><u>140,3</u></u> <u>59</u>

The assets of the Museum consist mainly of the Property and the collections held therein. It is considered that significant costs would be involved in attributing a value to these historical fixed assets and this would be onerous compared to the additional benefit derived by users of the accounts in assessing the Trustees' stewardship of the assets.

Independent Examiner's Report

To the Trustees of the Budleigh Salterton Arts Centre & Museum.

I report to the Trustees on the examination of the accounts of the Budleigh Salterton Arts Centre & Museum (the Centre) for the year ended 31st January, 2021.

Responsibilities and basis of Report:-

As the charity Trustees of the Centre's accounts 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 Centre'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 Centre 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 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.

Signature: Brian Leveridge 7th October, 2021

Brian Leveridge CA, Viewpoint, 44 Honey Park Road, Budleigh Salterton EX9 6EG.