

**CHARITY NUMBER 1154377**



*The Friends of The Museum in the Park*

**THE FRIENDS OF STROUD**

**DISTRICT (COWLE) MUSEUM**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 AUGUST 2016**

**THE FRIENDS OF STROUD DISTRICT (COWLE) MUSEUM  
CHARITY REGISTRATION NUMBER 1154377**

**YEAR ENDED 31 AUGUST 2016**

**INDEX TO THE FINANCIAL STATEMENTS**

|                                     | Page number |
|-------------------------------------|-------------|
| Charity Information                 | 1           |
| Trustees' Report                    | 2           |
| Independent Examiner's Report       | 4           |
| Receipts and Payments Accounts      | 5           |
| Statement of Assets and Liabilities | 6           |
| Notes to the Financial Statements   | 7           |

**THE FRIENDS OF STROUD DISTRICT (COWLE) MUSEUM  
CHARITY REGISTRATION NUMBER 1154377**

**YEAR ENDED 31 AUGUST 2016**

**CHARITY INFORMATION**

**Executive Committee**

|                    |   |
|--------------------|---|
| Frederick Ward     | Chair   |
| Juliet Shipman     | Vice-chair                                    |
| Margaret Lister    | Treasurer                                     |
| Sallie Gleed       | Trustees' Secretary (appointed 18 July 2016)  |
| Caroline Denny     | Membership Secretary (appointed 18 July 2016) |
| Alison Long        | Trustee                                       |
| Delia Perry        | Trustee                                       |
| Kirsten Mugford    | Trustee                                       |
| Nichola Snobel     | Trustee                                       |
| Margaret Ratcliffe | Trustee                                       |
| Diana Humphrey     | Trustee                                       |
| Marion Hearfield   | Trustee                                       |
| Tim Toghil         | Trustee (resigned 18 July 2016)               |

**PRINCIPAL ADDRESS**

The Museum-in-the-Park  
Stratford Park  
Stroud  
Gloucestershire  
GL5 4AF

**INDEPENDENT EXAMINER**

R I Case  
Randall & Payne LLP  
Chartered Accountants  
Chargrove House  
Shurdington Road  
Cheltenham  
GL51 4GA

**THE FRIENDS OF STROUD DISTRICT (COWLE) MUSEUM  
CHARITY REGISTRATION NUMBER 1154377**

**YEAR ENDED 31 AUGUST 2016**

**TRUSTEES' REPORT FOR THE YEAR ENDED 31 AUGUST 2016**

The Friends of Stroud and District (Cowle) Museum' is a charity (Number 1154377) based in The Museum-in-the-Park, Stratford Park, Stroud GL5 4AF.

Contact details:

Tel 01453 763394;

website: [www.museuminthepark.org.uk](http://www.museuminthepark.org.uk);

email address: [sallie.121@btinternet.com](mailto:sallie.121@btinternet.com)

The Friends is a membership organisation and the Board of Trustees is elected at the annual general meeting, usually held in October or November.

The accounts comply with the Charity's constitution, applicable laws and the requirements of the Statements of Recommended Practice 2015 on "Accounting and Reporting by Charities" issued in January 2015.

**The objectives of the charity**

The advancement of education of the public by promoting, supporting, assisting and improving the Stroud District (Cowle) Museum through the activity of a group of friends.

**Achievements and performance**

The Hidden Garden is no longer hidden! While the learning centre, now called the Pavilion, has been used for a year for special events, the garden has been landscaped and planted and is open to the public. Visitors are commenting enthusiastically about this wonderful asset to the Museum and the locality – Stroud District is rightly proud of this achievement and lasting legacy. The venture has been an amazing partnership between the community, professionals and the local authority that was recognised by the grant bodies, especially the Gloucestershire Environmental Trust, in their generous gifts.

**Financial review**

The results for the year and financial position of the charity at the end of the year are shown in the following financial statements.

**Reserves policy**

It is the aim of the charity to maintain unrestricted funds, which are free reserves of the charity, at a level of £15,000. This provides sufficient funds to cover 12 months of expenditure together with anticipated projects. The current level of unrestricted general funds is £54,334, but this includes £38,961 of monies held for the completion of the Walled Garden project.

**THE FRIENDS OF STROUD DISTRICT (COWLE) MUSEUM  
CHARITY REGISTRATION NUMBER 1154377**

**YEAR ENDED 31 AUGUST 2016**

**TRUSTEES' REPORT FOR THE YEAR ENDED 31 AUGUST 2016 Cont.**

**Plans for future periods**

In these difficult times, the ongoing challenge is to maintain and continue to support the development of the museum. The professional staff and volunteers are enthusiastic and creative, coming up with exciting and innovative programmes as well as ensuring the museum continues to meet and exceed national standards. The Friends have an important part to play in this by attending events, recruiting new members and publicising the museum far and wide.

**Statement on Public Benefit**

The Trustees are aware of the Public Benefit provisions of the Charities Act 2011 and of the guidance on them published by the Charity Commission. They are satisfied that the Objects of the Charity and the activities of the Charity are within the definitions of Charitable Purposes as set down in the Act. The Trustees are not aware of any public detriment caused by the Charity's Objects or activities, and nor are they aware of anyone receiving any private benefit from the Charity's activities.

**Appointment and training of new Trustees**

New trustees are chosen and appointed by the board of trustees at general meetings, subject to the conditions set out in the constitution.

New trustees are provided with a copy of the charity's constitution and any amendments made to it, a copy of the CIO's latest trustees annual report and statements of accounts, on or before their first appointment.

**Statement of Trustees' Responsibilities**

Charity law requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Charity at the year end and of its incoming resources and resources expended during that year. In preparing accounts giving a true and fair view the Trustees are required to:-

- Select suitable accounting policies then apply them consistently
- Make judgements and estimates that are reasonable and prudent
- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the Charity, which enables them to ensure that the accounts comply with the Charities Act 2011. The Trustees are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed

5 November 2016

Frederic Ward, Chair  
On behalf of the Board of Trustees  
The Friends of Stroud and District (Cowle) Museum  
Charitable Incorporated Organisation No 1154377

**THE FRIENDS OF STROUD DISTRICT (COWLE) MUSEUM  
CHARITY REGISTRATION NUMBER 1154377**

**YEAR ENDED 31 AUGUST 2016**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS**

I report on the accounts of the Charity for the year ended 31st August 2016 which are set out on pages 5 to 7.

**Respective responsibilities of Members and Examiner**

The Charity's members are responsible for the preparation of the accounts. The Charity's members consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- i) Examine the accounts (under section 145 of the 2011 Act);
- ii) To follow procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act); and
- iii) To state whether particular matters have come to my attention.

**Basis of Independent Examiner's Report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as members concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a true and fair view" and the report is limited to those matters set out in the statement below.

In connection with my examination no matter has come to my attention:

- (1) Which gives me reasonable cause to believe that, in any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

R I Case  
FCA CTA AIIIT  
**Randall & Payne LLP**  
Chartered Accountants  
Chargrove House  
Shurdington Road  
Cheltenham  
Glos  
GL51 4GA

**THE FRIENDS OF STROUD DISTRICT (COWLE) MUSEUM  
CHARITY REGISTRATION NUMBER 1154377**

**RECEIPTS AND PAYMENTS ACCOUNTS  
FOR THE YEAR ENDED 31 AUGUST 2016**

|   | UNRESTRICTED<br>FUNDS | RESTRICTED<br>FUNDS | 2016 TOTAL      | 2015             |
|---|-----------------------|---------------------|-----------------|------------------|
|   | £                     | £                   | £               | £                |
| <b>RECEIPTS</b>                                 |                       |                     |                 |                  |
| <i>Voluntary income</i>                         |                       |                     |                 |                  |
| Membership                                      | 2,503                 | -                   | 2,503           | 2,436            |
| Donations                                       | 976                   | 20,000              | 20,976          | 9,127            |
| Collection box receipts                         | 1,928                 | -                   | 1,928           | 2,182            |
| Gift aid donations                              | 2,575                 | -                   | 2,575           | 5,033            |
| Secret Artist                                   | -                     | -                   | -               | 3,621            |
| In memory of                                    | -                     | -                   | -               | 20               |
| David Thomas Charitable Trust                   | -                     | -                   | -               | 10,000           |
| GET grant                                       | -                     | 2,977               | 2,977           | 51,789           |
|   | <u>7,982</u>          | <u>22,977</u>       | <u>30,959</u>   | <u>84,208</u>    |
| <i>Activities for generating funds</i>          |                       |                     |                 |                  |
| Plant sales                                     | 821                   | -                   | 821             | 919              |
|   | <u>821</u>            | <u>-</u>            | <u>821</u>      | <u>919</u>       |
| <i>Investment income</i>                        |                       |                     |                 |                  |
| Bank Interest                                   | 337                   | -                   | 337             | 1,443            |
|   | <u>337</u>            | <u>-</u>            | <u>337</u>      | <u>1,443</u>     |
| <i>Income from charitable activities</i>        |                       |                     |                 |                  |
| Events income                                   | 1,003                 | -                   | 1,003           | 3,044            |
| Trip income                                     | 2,439                 | -                   | 2,439           | 3,984            |
|   | <u>3,442</u>          | <u>-</u>            | <u>3,442</u>    | <u>7,028</u>     |
| <b>TOTAL RECEIPTS</b>                           | <b>12,582</b>         | <b>22,977</b>       | <b>35,559</b>   | <b>93,598</b>    |
| <b>PAYMENTS</b>                                 |                       |                     |                 |                  |
| <i>Costs of generating voluntary income</i>     |                       |                     |                 |                  |
| Collection box maintenance                      | -                     | -                   | -               | 164              |
|   | <u>-</u>              | <u>-</u>            | <u>-</u>        | <u>164</u>       |
| <i>Charitable activities</i>                    |                       |                     |                 |                  |
| Events expenses                                 | 1,542                 | -                   | 1,542           | 1,160            |
| Trips expenses                                  | 3,056                 | -                   | 3,056           | 3,359            |
| Stroud District Council (Museum purchases)      | 5,141                 | -                   | 5,141           | -                |
| Stroud District Council (Toys and books)        | -                     | -                   | -               | 25               |
| Sundry  | 36                    | -                   | 36              | 91               |
| Pavilion  | -                     | -                   | -               | 284,368          |
| Walled Garden                                   | -                     | 71,335              | 71,335          | -                |
|   | <u>9,775</u>          | <u>71,335</u>       | <u>81,110</u>   | <u>289,003</u>   |
| <i>Support costs</i>                            |                       |                     |                 |                  |
| Insurance                                       | 331                   | -                   | 331             | 308              |
| Independent Examiners fees                      | 468                   | -                   | 468             | 450              |
| Postage and stationery                          | 196                   | -                   | 196             | 175              |
|   | <u>995</u>            | <u>-</u>            | <u>995</u>      | <u>933</u>       |
| <b>TOTAL PAYMENTS</b>                           | <b>10,770</b>         | <b>71,335</b>       | <b>82,105</b>   | <b>290,100</b>   |
| <b>Net income/(expenditure) for the year</b>    | <b>1,812</b>          | <b>(48,358)</b>     | <b>(46,546)</b> | <b>(196,502)</b> |
| Cash and bank accounts at 1 September 2015      | 52,522                | 48,859              | 101,381         | 297,883          |
| <b>Cash and bank accounts at 31 August 2016</b> | <b>54,334</b>         | <b>501</b>          | <b>54,835</b>   | <b>101,381</b>   |

**THE FRIENDS OF STROUD DISTRICT (COWLE) MUSEUM  
CHARITY REGISTRATION NUMBER 1154377**

**STATEMENT OF ASSETS AND LIABILITIES  
FOR THE YEAR ENDED 31 AUGUST 2016**

|                                 | UNRESTRICTED<br>£ | RESTRICTED<br>£ | 2016 TOTAL<br>£      | 2015 TOTAL<br>£ |
|---------------------------------|-------------------|-----------------|----------------------|-----------------|
| <b>MONETARY ASSETS</b>          |                   |                 |                      |                 |
| Development Account at COIF     | 5,613             | -               | <b>5,613</b>         | 5,588           |
| General Account at Lloyds       | 2,250             | -               | <b>2,250</b>         | 8,712           |
| General Account at COIF         | 7,510             | -               | <b>7,510</b>         | 7,476           |
| Walled Garden Account at Lloyds | 38,961            | 501             | <b>39,462</b>        | 12,766          |
| <b>TOTAL MONETARY ASSETS</b>    | <u>54,334</u>     | <u>501</u>      | <u><b>54,835</b></u> | <u>34,542</u>   |
| <b>INVESTMENT ASSETS</b>        |                   |                 |                      |                 |
| Term Deposits                   | -                 | -               | -                    | 66,839          |
| <b>TOTAL INVESTMENT ASSETS</b>  | <u>-</u>          | <u>-</u>        | <u>-</u>             | <u>66,839</u>   |
| <b>LIABILITIES</b>              |                   |                 |                      |                 |
| Independent Examiner            | 480               | -               | <b>480</b>           | 450             |
| Trip expenses                   | 226               | -               | <b>226</b>           | -               |
| Walled Garden Retention         | 21,217            | -               | <b>21,217</b>        | -               |
| <b>TOTAL LIABILITIES</b>        | <u>21,923</u>     | <u>-</u>        | <u><b>21,923</b></u> | <u>450</u>      |



**THE FRIENDS OF STROUD DISTRICT (COWLE) MUSEUM  
CHARITY REGISTRATION NUMBER 1154377**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 AUGUST 2016**

**1. Funds**

|                               | As at 1 Sep<br>2015<br>£ | Income<br>£   | Expenditure<br>£ | Transfer<br>£ | As at 31 Aug<br>2016<br>£ |
|-------------------------------|--------------------------|---------------|------------------|---------------|---------------------------|
| <b>Restricted funds</b>       |                          |               |                  |               |                           |
| Walled Garden                 | 48,859                   | 22,977        | 71,335           | -             | 501                       |
| <b>Unrestricted funds</b>     |                          |               |                  |               |                           |
| Designated Walled Garden fund | 30,746                   | -             | -                | 8,215         | 38,961                    |
| General funds                 | 21,776                   | 12,582        | 10,770           | (8,215)       | 15,373                    |
|                               | <u>52,522</u>            | <u>12,582</u> | <u>10,770</u>    | <u>-</u>      | <u>54,334</u>             |
|                               | <u>101,381</u>           | <u>35,559</u> | <u>82,105</u>    | <u>-</u>      | <u>54,835</u>             |

**Walled Garden Fund**

The Walled Garden Fund relates to monies received or designated for the Walled Garden Project.