

THE NATIONAL GAS MUSEUM TRUST

**Annual Report and Financial Statements
for the year ended 31 December 2013**

Limited by Guarantee

Company No 3404062
Charity Number 1072375

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THE NATIONAL GAS MUSEUM TRUST

Trustees and advisors

Trustees: Chris Bielby MBE
Heather Broughton
Jon Butterworth MBE
Jeff Greene (Chairman)
John Horne
Rod Kenyon OBE (died 8 December 2013)
Professor David Phillips CBE
Dr Derek Robinson

Honorary Treasurer: Harjinder Dulai

Secretary: Nicola Carroll (appointed 21 June 2013)

Registered office: Millstream
Maidenhead Road
Windsor
Berkshire SL4 5GD

Bankers: HSBC plc
27 – 32 Poultry
London EC2P 2BX

NATIONAL GAS MUSEUM TRUST

Report of the Trustees for the year ended 31 December 2013

The Trustees, who are also Directors of the Company for the purposes of the Companies Act, submit their Annual Report and the Financial Statement for the year ended 31 December 2013. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in 2005 in preparing the Annual Report and Financial Statements of the Charity.

The Charity is a charitable Company limited by guarantee and was incorporated on 16 July 1997. The principal objectives of the company are:

1. to ensure that the artefacts that were previously held by the Museum at Bromley-by-Bow in London (now closed) and those currently held by the John Doran Gas Museum in Leicester are preserved for future generations.
2. to establish a 'living collection' by providing a mechanism that would ensure gas artefacts from the present and future are collected, maintained and displayed.

Review of activities

The statement of financial activities for the year is set out on page 4 of the Financial Statements.

The Charity continues to operate the John Doran Museum in Leicester and a part-time Curator has been engaged. The Museum has undergone a programme of refurbishment, funded by National Grid plc, the owners of the Museum building.

Investment policy

The Charity has adopted a policy of investing any surplus cash on a risk-free basis in bank deposits.

Reserves

This year has been the thirteenth year of activity of the Charity. The Trustees will continue to seek donations to cover the current commitments of the Charity and ensure that it has sufficient resources to provide uninterrupted services for the future.

Future liabilities

The Charity has no known liabilities other than the costs of operating the John Doran Museum (c£5,000 per annum).

NATIONAL GAS MUSEUM TRUST

Report of the Trustees for the year ended 31 December 2013 - continued

Governance and internal control

The list of Trustees (page 1) shows the names of current Trustees, all served throughout the year, with the exception of Rod Kenyon who passed away on the 8 December 2013.

The Charity does not have formal induction training for new Trustees but the majority of Trustees have extensive experience of either the gas industry or the work of museums. The Charity does ensure the Trustees are kept up to date on changes in the law and rules governing charities by giving access to Charity material via the Charities Commission website.

Company law requires the Trustees to prepare Financial Statements for each financial year that give a true and fair view of the state of affairs of the Charity and of its net movements in funds for the financial year.

In preparing those Financial Statements the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the Financial Statements; and
- prepare the Financial Statements on the going concern basis, unless it is inappropriate to presume that the Charity will continue in business.

The Trustees confirm that they have complied with the above requirements in preparing the Financial Statements.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the Financial Statements comply with the Companies Act 2006. They 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.

In this period of activity, the Trustees believe that the risks to the Charity are minimal and where there might be risks, processes in place are sufficient to mitigate them.

Auditors

The Charity has taken advantage of the exemptions under the Companies Act 2006 and the Charities Acts 1993 and 2006 not to appoint auditors.

This report was approved by the Trustees on the 18 September 2014 and was signed on their behalf by:



Jeff Greene, Chairman

Company registered in England and Wales, number 3404062
Millstream, Maidenhead Road
Windsor, Berkshire SL4 5GD

NATIONAL GAS MUSEUM TRUST

Statement of financial activities for the year ended 31 December 2013

	Notes	Unrestricted Funds 2013 £	Unrestricted Funds 2012 £
INCOMING RESOURCES			
Donations	2	237	10,750
Interest received		0	0
Total incoming resources		237	10,750
RESOURCES EXPENDED			
Charitable expenditure			
Costs of activities in furtherance of the Charity's objects:			
Museum operating costs		1,028	8,715
Accruals	3	969	500
Total resources expended	4	1,997	9,215
NET MOVEMENT IN FUNDS		(1,760)	1,535
Fund balance at 1 January		7,187	5,652
Fund surplus at 31 December		5,427	7,187

All of the above results are derived from continuing activities.

NATIONAL GAS MUSEUM TRUST

Balance sheet at 31 December 2013

	Notes	2013 £	2012 £
Cash at bank and in hand		6,396	7,687
Accruals	3	(969)	(500)
TOTAL CURRENT ASSETS LESS CURRENT LIABILITIES		5,427	7,187
UNRESTRICTED FUNDS SURPLUS		5,427	7,187

Trustees' statements on unaudited accounts

- a) For the year ending 31/12/2013 the Company was entitled to exemption from audit under section 477 (2) of the Companies Act 2006 relating to small companies.
- b) The Trustees' responsibilities:
- (i) The members have not required the Company to obtain an audit of its accounts for the year in question in accordance with section 476;
 - (ii) Ensuring that the Company keeps proper accounting records which comply with section 386; and
 - (iii) Preparing accounts which give a true and fair view of the state of affairs of the Company as at the end of the financial year and of its profit or loss for the financial year, in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as they are applicable to the Company.
 - (iv) These accounts have been delivered in accordance with the provisions applicable to companies subject to the small companies regime.

The accounts on pages 4 to 7 were approved by the Trustees on the 18 September 2014 and were signed on their behalf by:



Jeff Greene
Chairman

Registered number 3404062

NATIONAL GAS MUSEUM TRUST

Notes to the accounts – 31 December 2013

1. Accounting policies

a) Basis of preparation

The Financial Statements have been prepared under the historical cost convention and have been prepared in accordance with the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" published in 2005 and applicable Accounting Standards.

The Financial Statements have been prepared on a going concern basis.

b) Company status

The Company is a Company limited by guarantee. The members of the Company are the Trustees. In the event of the Company being wound up, the liability in respect of the guarantee is limited to £10 per member of the Charity.

c) Incoming resources

All incoming resources are included in the Statement of financial activities when the Charity is legally entitled to the income and the amounts can be quantified with reasonable accuracy. Donations of artefacts are included at insurance valuation in the notes to the accounts only.

d) Resources expended

All expenditure is accounted for on an accrual basis and has been classified under headings that aggregate all costs related to the category.

e) Fund Accounting

Funds are unrestricted and are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity.

2. Donations

	2013	2012
Cash donations	£237	£10,750

Donations received from visitors to the Museum (£236.85).

3. Accruals

There is an accrual for £375 for operating costs of the John Doran Museum and an accrual for £594 for an online advert placed with The Museums Association for the position of Curator, John Doran Museum.

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Notes to the accounts – 31 December 2013 cont.

4. Total resources expended

Total resources expended during the year include direct costs incurred by the Charity for the upkeep of the artefacts and their physical sorting and reorganisation, along with expenditure to continue the updating of the Museum following its refurbishment. The Charity has no direct employees, but has a self-employed contractor to operate the John Doran Museum.

5. Trustee remuneration

The Trustees did not receive any emoluments but at their discretion were entitled to be reimbursed appropriate travel expenses for attending Trustee and other meetings by the Charity in the year.

6. Museum artefacts

The artefacts have been valued at £61,150 for insurance purposes only. Trustees do not consider this valuation to be indicative of the intrinsic worth of the collection, as individual items may be irreplaceable.

7. Insurance

Public Liability Insurance and cover for the Charity's collection and assets are provided and funded by Centrica plc.