

**MAIDSTONE BOROUGH COUNCIL**

**RECORD OF DECISION OF THE QUEEN'S OWN ROYAL WEST KENT  
REGIMENT MUSEUM TRUST COMMITTEE**

Decision Made: 15 January 2014

**QUEEN'S OWN ROYAL WEST KENT REGIMENT MUSEUM TRUST -  
ACCOUNTS 2012/13**

**Issue for Decision**

To approve the Trust's Accounts for the year ending 31 March 2013.

**Decision Made**

That the Trust's Accounts for the year ending 31 March 2013, attached as Appendix A to the report of the Head of Finance and Resources, be approved.

**Reasons for Decision**

The Accounts for the year ending 31 March 2013 are attached as Appendix A to the report of the Head of Finance and Resources.

The Accounts must be approved before they are submitted to the Charity Commission.

There was a deficit of £4,585 on the Receipts and Payments Account for 2012/13. This was a consequence of a number of significant purchases (which are detailed below) and the introduction of a service charge by the Council to cover the running costs of the area in the Museum occupied by the Trust collection.

<b>Item</b>	<b>Cost (£)</b>
Purchase of Kiosk in Gallery	2,500
Purchase of Book – 'A County Regiment'	1,688
Purchase of Photograph Album	240
<b>Total</b>	<b>4,428</b>

The Trust continues to have a healthy level of assets, which currently stand at £22,525, but the bank account balance now stands at £3,155. The Receipts and Payment Account has operated at a deficit for the last two years, and as a minimum the Trust needs to at least generate sufficient income to meet the annual service charge payment to the Council. This target has been achieved for the last two years, but additional income or sources of income will need to be identified to meet any further costs such as the purchase of new exhibits.

## **Alternatives Considered and Why Rejected**

There is no alternative action as the Trust is required to submit its Accounts to the Charity Commission.

## **Background Papers**

None

Should you be concerned about this decision and wish to call it in, please submit a call in form signed by any two Non-Executive Members to the Head of Policy and Communications by: <b>24 January 2014.</b>
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**MAIDSTONE BOROUGH COUNCIL**

**RECORD OF DECISION OF THE QUEEN'S OWN ROYAL WEST KENT  
REGIMENT MUSEUM TRUST COMMITTEE**

Decision Made: 15 January 2014

**QUEEN'S OWN ROYAL WEST KENT REGIMENT MUSEUM TRUST -  
ANNUAL REPORT 2012/13**

**Issue for Decision**

To approve the 2012/13 annual report for the Queen's Own Royal West Kent Regiment Museum Trust for submission to the Charity Commission.

**Decision Made**

That the 2012/13 annual report for the Queen's Own Royal West Kent Regiment Museum Trust, attached as Appendix A to the report of the Head of Finance and Resources, be approved for submission to the Charity Commission.

**Reasons for Decision**

On 12 March 2007 the Charity Commission, in consultation with Maidstone Borough Council, created a new Scheme which appointed the Council as sole trustee of the Regimental Museum Charity. Ownership of the Trust's assets passed to the Council which now has responsibility for managing, curating and insuring the Collection.

The old Regimental Trust has become an un-registered charity known as a Combined Fund. The Council has a Duty of Consultation to report once a year on matters relating to the management of the Collection to a nominated representative of the Combined Fund (the Secretary of the Queen's Own Buffs Association, based at the PWRR Barracks in Canterbury). The Council must produce an annual report and accounts for the Charity Commission.

**Alternatives Considered and Why Rejected**

Any alternative course of action would not meet the requirements of the Charity Commission. This could undermine public confidence in the ability of the Council to manage the Queen's Own Royal West Kent Regiment Museum Trust.

**Background Papers**

None

Should you be concerned about this decision and wish to call it in, please submit a call in form signed by any two Non-Executive Members to the Head of Policy and Communications by: **24 January 2014.**