

MAIDSTONE BOROUGH COUNCIL

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

Decision Made: 17 December 2014

**QUEEN'S OWN ROYAL WEST KENT REGIMENT MUSEUM
TRUST - ACCOUNTS 2013/14**

Issue for Decision

To approve the Trust's Accounts for the year ending 31 March 2014.

Decision Made

That the Trust's Accounts for the year ending 31 March 2014, 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 2014 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 small deficit of £125 on the Receipts and Payments account for 2013/14. The only item of expenditure was the payment of the service charge to the Council to cover the running costs of the area in the Museum occupied by the Trust collection. This expenditure was almost covered by income receipts from voluntary sources and investment income.

The Trust continues to have a healthy level of assets, which currently stand at £22,400, but the bank account balance now stands at £3,030. The Receipts and Payments Account has operated at a deficit for the last three years, and as a minimum the Trust needs to generate sufficient income to meet the annual service charge payment to the Council, as it almost did this year. Additional income or sources of income will need to be found to meet any further expenditure such as the purchase of new exhibits. As mentioned in the Annual Report, £750 has been spent in 2014/15 to acquire a new exhibit to complete an existing set of medals on display in the Queen's Own Royal West Kent Museum, and this will further reduce the available bank balance.

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: **30 December 2014.**

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

Decision Made: 17 December 2014

**QUEEN'S OWN ROYAL WEST KENT REGIMENT MUSEUM
TRUST - ANNUAL REPORT 2013/14**

Issue for Decision

To approve the 2013/14 annual report for the Queen's Own Royal West Kent Regiment Museum Trust for submission to the Charity Commission.

Decision Made

That the 2013/14 annual report for the Queen's Own Royal West Kent Regiment Museum Trust, attached as Appendix A to the report of the Head of Economic and Commercial Development, 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: 30 December 2014.
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