

**The Queens Own Royal  
West Kent Regiment  
Museum Trust  
Committee**

**17 January  
2017**

Is this the final decision on the recommendations?

**Yes**

## **Annual Report 2015/16**

<b>Final Decision-Maker</b>	QORWKR Museum Trust Committee
<b>Lead Director or Head of Service</b>	Dawn Hudd, Head of Commercial and Economic Development
<b>Lead Officer and Report Author</b>	Victoria Barlow, Museums Director and Sam Harris, Collections Manager
<b>Classification</b>	Non-exempt
<b>Wards affected</b>	

**This report makes the following recommendations to the final decision-maker:**

1. That the 2015/16 annual report for the Queen's Own Royal West Kent Regiment Museum Trust be approved for submission to the Charity Commission.

**This report relates to the following corporate priorities:**

Keeping Maidstone Borough an attractive place for all

Securing a successful; economy for Maidstone Borough

- Ensuring there are good leisure and cultural attractions

**Timetable**

<b>Meeting</b>	<b>Date</b>
QORWKR Museum Trust Committee	17 January 2017

# Annual Report 2015/16

## **1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY**

- 1.1 To update the committee on activity during 2015/16.
  - 1.2 To recommend that the Committee approve the 2015/16 annual report for the Queen's Own Royal West Kent Regiment Museum Trust for submission to the Charity Commission, as attached at Appendix 1.
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## **2. INTRODUCTION AND BACKGROUND**

- 2.1 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.
  - 2.2 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.
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## **3. AVAILABLE OPTIONS**

- 3.1 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.
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## **4. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS**

- 4.1 Approval of the report will meet the Trust's charitable objectives and continue the successful development of the Regimental Museum.
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## **5. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK**

5.1 N/A

## **6. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION**

6.1 Submission of the Annual Report 2015/16 to the Charity Commission.

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## **7. CROSS-CUTTING ISSUES AND IMPLICATIONS**

<b>Issue</b>	<b>Implications</b>	<b>Sign-off</b>
<b>Impact on Corporate Priorities</b>	This collection forms an important part of the Maidstone Museums offer.	Head of Commercial and Economic Development
<b>Risk Management</b>	There is no risk to the Council in approving the Annual Report.	Head of Commercial and Economic Development
<b>Financial</b>	None	
<b>Staffing</b>	None	
<b>Legal</b>	There is a requirement to provide an Annual Report to the Charity Commission	Legal Team
<b>Equality Impact Needs Assessment</b>	None	
<b>Environmental/Sustainable Development</b>	None	
<b>Community Safety</b>	None	
<b>Human Rights Act</b>	None	
<b>Procurement</b>	None	
<b>Asset Management</b>	None	

## **8. REPORT APPENDICES**

The following documents are to be published with this report and form part of the report:

- Appendix 1: Annual Report 2015/16

## **9. BACKGROUND PAPERS**

None.