

MAIDSTONE BOROUGH COUNCIL

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

9 JANUARY 2013

REPORT OF THE MUSEUMS & HERITAGE MANAGER

Report prepared by Simon Lace, Museums & Heritage Manager

1. Queen's Own Royal West Kent Regiment Museum Trust Annual Report

1.1 Issue for Decision

1.1.1 To approve the 2011/12 annual report for the Queen's Own Royal West Kent Regiment Museum Trust for submission to the Charity Commission.

1.2 Recommendation of the Museums & Heritage Manager

1.2.1 It is recommended that the Committee approve the 2011/12 annual report for the Queen's Own Royal West Kent Regiment Museum Trust for submission to the Charity Commission.

1.3 Reasons for Recommendation

1.3.1 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.

1.3.2 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 Owns Buffs Association, based at the PWRR barracks in Canterbury). The Council must produce an annual report and accounts for the Charity Commission.

1.4 Alternative Action and why not Recommended

1.4.1 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.

1.5 Impact on Corporate Objectives

1.5.1 Approval of the report will meet the Trust's charitable objectives and continue the successful development of the Regimental Museum.

1.6 Risk Management

1.6.1 There is no risk to the Council in approving the annual report.

1.7 Other Implications

1.7.1

- 1. Financial
- 2. Staffing
- 3. Legal
- 4. Social Inclusion
- 5. Environmental/Sustainable Development
- 6. Community Safety
- 7. Human Rights Act
- 8. Procurement
- 9. Asset Management

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1.7.2 Failing to provide an annual report to the Charity Commission could have legal ramifications.

1.8 Background Documents

None.

NO REPORT WILL BE ACCEPTED WITHOUT THIS BOX BEING COMPLETED

Is this a Key Decision? Yes No

If yes, when did it appear in the Forward Plan? _____

Is this an Urgent Key Decision? Yes No

Reason for Urgency

[State why the decision is urgent and cannot wait until the next issue of the forward plan.]