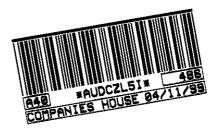


REPORT OF THE TRUSTEES AND

CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 1999

FOR

THE SALISBURY AND SOUTH WILTSHIRE MUSEUM TRUST A COMPANY LIMITED BY GUARANTEE



INDEX TO THE FINANCIAL STATEMENTS for the year ended 31 March 1998

	Page
Company Information	1
Report of the Trustees	2
Report of the Auditors	5
Consolidated Statement of	
Financial Activities	6
Balance Sheets	7
Consolidated Summary	
Income and Expenditure Account	8
Notes to the Financial Statements	9
Income and Expenditure Account	16

COMPANY INFORMATION for the year ended 31 March 1999

TRUSTEES: D J Algar Esq

C T Blackwood Esq R I Bullough Esq Dr J H Chandler Miss S M Eward Sir John Gingell Mrs J A Green M E Hatt-Cook Esq D A Hinton Esq Sir Edward Hulse Dr M Humphreys R C Low Esq Lt Col J Speirs Mrs I Throp I D Wilson Esq

SECRETARY: P R Saunders

REGISTERED OFFICE: The King's House

65 The Close Salisbury SP1 2EN

REGISTERED NUMBER: 1826436 (England and Wales)

REGISTERED CHARITY NUMBER: 289850

AUDITORS: Fawcetts

Chartered Accountants and Registered Auditors Windover House

St Ann Street Salisbury SP1 2DR

REPORT OF THE TRUSTEES for the year ended 31 March 1999

The trustees present their report with the financial statements of the company for the year ended 31 March 1999 which have been prepared in accordance with the Charities Accounting Statement of Recommended Practice.

STATUS AND ADMINISTRATION

The Salisbury and South Wiltshire Museum Trust (the Trust) was incorporated on 20 June 1984. The Trust is a registered charity, number 289850. Its registered company number is 1826436.

PRINCIPAL ACTIVITY

The principal activity of the company in the year under review was that of the trusteeship and management of a museum in the City of Salisbury.

REVIEW OF BUSINESS

The results for the year and financial position of the company are as shown in the annexed financial statements.

PROFESSIONAL ADVISERS AND KEY PERSONNEL

Curator: P R Saunders BA FSA FMA FRSA

Address: The King's House

65 The Close Salisbury SP1 2EN

Bankers: Lloyds Bank Plc

38 Blue Boar Row

Salisbury SP1 1DB

Solicitors: Trethowan Woodford

College Chambers

New Street Salisbury SP1 2LY

Auditors: Fawcetts

Chartered Accountants and Registered Auditors

Windover House St Ann Street Salisbury SP1 2DR

Investment advisers: Cazenove Fund Management Limited

12 Tokenhouse Yard

London EC2R 7AN

REPORT OF THE TRUSTEES for the year ended 31 March 1999

continued from page 2

TRUSTEES

The trustees during the year under review were:

D J Algar Esq

C T Blackwood Esq

R I Builough Esq

Dr J H Chandler

Commander P M M Coston

-Resigned 29 October 1998

Miss S M Eward

Sir John Gingell

Mrs J A Green

M E Hatt-Cook Esq

-Appointed 30 April 1998

D A Hinton

Sir Edward Hulse

Dr M Humphreys

Mrs B M Jay

R C Low Esq

Lt Col J Speirs

Mrs I Throp

-Appointed 30 July 1998

-Resigned 17 July 1998

I D Wilson Esq

OBJECTS

The objects are set out in the Memorandum as the provision and maintenance of a museum in or near the City of Salisbury for the benefit of the public providing exhibits of historical, scientific and artistic significance and interest and to act as its trustee.

ORGANISATION

The trustees determine the general policy of the Museum. The day to day management is delegated to the Director/Curator.

POLICY

The Museum's policy is to provide a creative and responsive museum, encouraging learning, research, publication and enjoyment of its collections. It conducts its policies through a three year Forward Plan.

REVIEW

The reserves of the museum were enhanced by the receipt during the year of two legacies totalling £55,000. Without these funds being received the museum would have had insufficient incoming resources to meet its recurring expenditure. This would have produced a reduction in the endowment reserves.

The museum has continued its policy of maintaining the fabric of the building and to improve the educational provision and sustain a programme of temporary exhibitions, lectures and activities.

continued on page 4

REPORT OF THE TRUSTEES for the year ended 31 March 1999

continued from page 3

STATEMENT OF TRUSTEES' RESPONSIBILITIES

Law applicable to incorporated charities in England and Wales requires the trustees (who are also the directors of the company) to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the group and its financial activities for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company and the group will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

AUDITORS

The auditors, Fawcetts, will be proposed for re-appointment in accordance with Section 385 of the Companies Act 1985.

ON BEHALF OF THE BOARD:

P R Saunders - SECRETARY

Dated: 14. 10.99

REPORT OF THE AUDITORS TO THE MEMBERS OF THE SALISBURY AND SOUTH WILTSHIRE MUSEUM TRUST

We have audited the financial statements on pages six to sixteen which have been prepared under the historical cost convention, as modified by the revaluation of certain fixed assets, and the accounting policies set out on page ten.

Respective responsibilities of trustees and auditors

As described on page four, the trustees, who are also the directors of the Salisbury and South Wiltshire Museum Trust, are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

Basis of opinion

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgments made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion the financial statements give a true and fair view of the state of affairs of the charitable company and the group as at 31 March 1999 and of the group's incoming resources and application of resources, including its income and expenditure, in the year then ended and have been properly prepared in accordance with the Companies Act 1985.

Fawcetts

Chartered Accountants and Registered Auditors

Faucetts

Windover House St Ann Street Salisbury SP1 2DR

Dated: 2) October 1998

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31 March 1999

		Unrestrict Museum	ed funds Other	Restricted funds	Total 1999	Total 1998
	Notes	£	£	£	£	£
INCOMING RESOURCES	110100	-	-	~		
Subscriptions		11,751	-	-	11,751	11,787
Trading income	2	-	39,836	_	39,836	37,911
Donations		60,052		2,938	62,990	8,487
Entrance tickets		35,714	~	-,	35,714	34,550
Grants	3	68,160	-		68,160	69,068
Income from investments	•	17,675	~	_	17,675	16,317
Other operating income	4	38,806	-	_	38,806	31,199
Omer obermen and one	•					
Total incoming resources		232,158	39,836	2,938	274,932	209,319
RESOURCES EXPENDED						
Direct charitable expenditure						
Premises		51,729	-		51,729	53,741
Exhibits		30,850	-	5,207	36,057	31,921
Administration of the museum		<u>74,484</u>			<u>74,484</u>	<u>73,848</u>
Total direct charitable expenditure		157,063		5,207	162,270	159,510
Other expenditure						
Fundraising and publicity		9,785	_	_	9,785	9,353
Administration of the charity		5,923	_	_	5,923	6,122
Trading expenditure	2	5,725	39,647	_	39,647	37,697
Trading expenditure	2		37,017		32,017	37,051
Total other expenditure		15,708	39,647		55,355	53,172
Total resources expended	7	<u>172,771</u>	<u>39,647</u>	<u>5,207</u>	217,625	212,682
NET INCOMING/(OUTGOING)	RESOURCES	59,387	189	(2,269)	57,307	(3,363)
Transfers between funds		(5,300)		5,300		
NET INCOMING/(OUTGOING)	RESOURCES	54,087	189	3,031	57,307	(3,363)
OTHER RECOGNISED GAINS/	LOSSES					
Gain on investment assets - Realise		-	_	_	_	25,168
- Unreal		1,660	_		1,660	53,418
		1,660	_	_	1,660	78,586
		1,000			-1,000	
NET MOVEMENT IN FUNDS		55,747	189	3,031	58,967	75,223
Fund balances brought forward at 3	1 March 1998	1,071,794	218	38,361	1,110,373	1,035,150
ETIND DAT ANCHE CARDIEN E	CODWADD.					
FUND BALANCES CARRIED F AT 31 MARCH 1999	UKWAKD	1,127,541	407	41,392	1,169,340	1,110,373

CONTINUING OPERATIONS

None of the group's activities were acquired or discontinued during the current and previous years.

BALANCE SHEETS 31 March 1999

		Consol	lidated	The Con	npany
		1999	1998	1999	1998
	Notes	£	£	£	£
FIXED ASSETS:					
Tangible assets	10	773,907	779,064	-	-
Investments	11	<u>407,310</u>	354,332		
		1,181,217	1,133,396		
CURRENT ASSETS:					
Stock	12	15,846	16,220	-	-
Debtors	13	11,549	16,948	-	-
Cash at bank and in hand		33,701	16,888		
		(1.006	50.05/		
		61,096	50,056		-
CREDITORS: Amounts falling					
due within one year	14	24,500	24,606	-	-
,					
NET CURRENT ASSETS		36,596	25,450		
TOTAL ASSETS LESS CURRENT		4 44 5 44			
LIABILITIES:		1,217,813	1,158,846	-	-
CREDITORS: Amounts falling		•			
due after more than one year	15	48,473	48,473	-	-
due after more dian one year	15	10,172			
NET ASSETS		£1,169,340	£1,110,373	-	<u>-</u>
RESERVES:					
Restricted funds	16	41,392	38,361	-	-
WY A CANADA CANADA		1 127 049	1.073.013		
Unrestricted funds		1,127,948	1,072,012	_	
		£1,169,340	£1,110,373	_	_
		21,107,340	21,110,373		

ON BEHALF OF THE BOARD:

R C Low Esq - TRUSTEE

Approved by the Board on 29 that tagged 14th october 1999

The notes form part of these financial statements

CONSOLIDATED SUMMARY INCOME AND EXPENDITURE ACCOUNT 31 March 1999

Gross charitable income Non-charitable trading income	1999 £ 235,096 39,836	1998 £ 171,408 <u>37,911</u>
	274,932	209,319
Charitable expenditure Non-charitable expenditure	(174,971) (39,647)	(174,985) (37,697)
Net income/(expenditure) before investment asset disposals	60,314	(3,363)
Gain on disposal of investment asset		25,168
Net income for the year	60,314	_21,805

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 March 1999

1. ACCOUNTING POLICIES

Basis of preparation of financial statements

With the Agreement of the Charity Commission these accounts have been prepared to ensure a proper separation of accounts between the Museum unincorporated charity (no. 309526) and the Museum charitable company (no. 289850), thus regularising the anomaly, present since 1985, of having one set of accounts only.

Consequently, the majority of the transactions previously disclosed in the financial statements of The Salisbury and South Wiltshire Museum Trust, the incorporated charity, have now been transferred to the Salisbury and South Wiltshire Museum, the unincorporated charity. The only transactions remaining in The Salisbury and South Wiltshire Museum Trust are the collection of membership subscriptions. These are then paid over to The Salisbury and South Wiltshire Museum, less expenses incurred. The Salisbury and South Wiltshire Museum Trust therefore makes no surplus or deficit and does not have any reserves.

Accounting convention

The financial statements have been prepared under the historical cost convention, as modified by the revaluation of investments, and are in accordance with applicable accounting standards and the Charities Accounting Statement of Recommended Practice (Sorp).

Basis of consolidation

The consolidated financial statements incorporate the financial statements of the Museum Trust and its subsidiary undertakings.

Income

Income is recognised on an accruals basis. Income received for specific purposes is treated as restricted.

Expenditure

Expenditure is allocated to expense headings either on a direct cost basis or apportioned according to time spent.

Tangible fixed assets

The King's House is held on a long lease, is a listed property and is carried at its original cost as the trustees consider that it is not appropriate to apply a valuation to such property. The property is maintained in a state of good repair and it is considered that residual values are such that depreciation is not significant, consequently the buildings are not depreciated.

Leasehold improvements are depreciated over the remaining term of the lease.

Equipment is depreciated at 15% per annum on a reducing balance basis.

Stocks

Stock is valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Pension costs

The Museum makes contributions to the Wiltshire County Superannuation Fund on behalf of certain employees. Contributions are charged to the revenue account in the period in which they fall due and amounted to £8,073 in the year (1998 - £7,681).

Investments

All investments are stated at market value except for the 100% shareholding in the trading subsidiary which is stated at cost.

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 March 1999

2. TRADING INCOME AND EXPENDITURE

The Museum owns Salisbury Museum Replicas Limited which operates a shop on the Museum's premises, any taxable profit will be passed to the Museum. Trading results extracted from its audited accounts to 31 March 1999 are shown below.

		1999 £	1998 £
	Turnover	39,836	37,911
	Cost of sales	22,464	21,913
	Gross profit	17,372	15,998
	Administrative expenses	<u>19,116</u>	17,864
		(1,744)	(1,866)
	Other operating income	1,933	2,080
	Net profit	<u>189</u>	214
3.	GRANTS		
		1999	1998
		£	£
	Wiltshire County Council	30,660	30,660
	Salisbury District Council	37,500	37,650
	AMC SW	.	758
		68,160	69,068

Included in the 1998 grant from Salisbury District Council was an amount of £5,390 for the Museum's 'Treasures of Childhood' exhibition.

4. OTHER OPERATING INCOME

	1999	1998
	£	£
Special events	2,943	1,669
Museum rent	1,000	1,000
The King's House rents	20,873	19,188
Theatre hire	6,770	6,872
Sundry income	<u>7,220</u>	2,470
	38,806	31,199

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 March 1999

J. DIME CODIO	5.	STAFF	COSTS
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	1999	1998
	£	L
Wages and salaries	102,594	101,798
Social security costs	6,022	5,749
Other pension costs	8,073	<u>7,681</u>
	116,689	115,228

At the balance sheet date there were outstanding pension contributions of £1,090 (1998 -£906).

The average monthly number of employees during the year was as follows:

	1999	1998
	£	£
Office and management	11	12
Trading company	_2	_2
	13	14

The trustees received no remuneration or reimbursement of expenses during the year.

No employee earned £40,000 per annum or more.

6. ADMINISTRATION OF THE CHARITY

Administration of the charity includes:	1999	1998
	£	£
Auditors' remuneration	2,850	2,800

7. ANALYSIS OF TOTAL RESOURCES EXPENDED

	Staff costs £	Other £	Depreciation £	Total £
Direct charitable expenditure Premises	7,965	38,734	5,030	51,729
Exhibits	30,850	5,207	-	36,057
Administration of the museum	60,716	13,768	-	74,484
	99,531	57,709	5,030	162,270
Other expenditure				
Fundraising and publicity	-	9,785	-	9,785
Administration of the charity	2,000	3,923	-	5,923
Trading expenditure	15,158	24,362	127	39,647
				
	116,689	95,779	5,157	217,625

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 March 1999

8. PRIOR YEAR ADJUSTMENT

As explained more fully in note 1, significant changes have been made to the financial statements. A prior year adjustment has been made to treat the majority of the transactions previously shown in The Salisbury and South Wiltshire Museum Trust in the financial statements of The Salisbury and South Wiltshire Museum.

9 RESULTS FOR THE YEAR

During the current and previous years the company made no surplus or deficit as all income less expenses was transferred to The Salisbury and South Wiltshire Museum.

10. TANGIBLE FIXED ASSETS The group

	The King's House - at cost	Improvements to date	Equipment	Total
	£	£	£	£
COST:				
At 1 April 1998				
and 31 March 1999	250,000	543,299	3,576	<u>796,875</u>
DEPRECIATION:				
At 1 April 1998	-	15,090	2,721	17,811
Charge for year		5,030	127	5,157
At 31 March 1999	<u> </u>	20,120	2,848	22,968
NET BOOK VALUE:				
At 31 March 1999	250,000	523,179	728	773,907
At 31 March 1998	250,000	528,209	855	779,064

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 March 1999

11. FIXED ASSET INVESTMENTS

		The group	The company			
		£	£			
	VALUATION					
	At 1 April 1998	354,332	-			
	Purchase of investments	51,318	-			
	Net unrealised investment gains	1,660				
	At 31 March 1999	407,310	-			
	The group	1999	1998			
		£	£			
	Cazenove Income Trust	96,684	91,812			
	Cazenove Growth Trust	310,626	262,520			
		407,310	354,332			
	On a historical cost basis, listed investments would have been included as follows:					
		1999	1998			
		£	£			
	Cost	352,232	300,914			
12.	STOCKS The group					
	rue group	1999	1998			
		£	£			
	Finished goods and goods for resale	15,846	16,220			
		- 				

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 March 1999

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

		The group		The comp	The company	
		1999	1998	1999	1998	
		£	£	£	£	
	Trade debtors	348	658	-	=	
	Other debtors	8,136	13,669	-	-	
	Prepayments	3,065	2,621	-	-	
		11,549	16,948	- -	_	
14.	CREDITORS: AMOUNTS FALLING					
	DUE WITHIN ONE YEAR					
		The group			The company	
		1999	1998	1999	1998	
		£	£	£	£	
	Trade creditors	286	561	-	-	
	Grant unapplied	4,010	4,010	-	-	
	Other creditors	7,286	8,355	-	-	
	Taxation and social security	1,913	1,905	-	-	
	Loans	600	1,950	-	-	
	Accrued expenses	10,405	7,825	<u>-</u>		
		24,500	24,606	-		

During 1995, a grant was received from Save & Prosper for education expenses. During the year there was no expenditure and the balance of the unapplied grant has been carried forward.

15. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

The group and the company

and group and the company	1999 £	1998 £
Loan repayable not by		
instalments - in more than five years	48,473	<u>48,473</u>

16. RESTRICTED FUNDS

Specimen fund Medieval catalogue fund	At 1.4.98 £ 29,186 9,175	Income £ 2,102 836	Notional Interest £ 1,750 550	Dividends £ 3,000	Expenses £ (3,965) (1,242)	At 31.3.99 £ 32,073 9,319
	38,361	2,938	2,300	3,000	(5,207)	41,392

The specimen fund consists of bequests and other monies raised specifically for the acquisition of individual exhibits.

The medieval catalogue fund finances the production of the museum's medieval catalogue.

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 March 1999

17. ANALYSIS OF GROUP NET ASSETS BETWEEN FUNDS

ANALISIS OF GROOF NET ASSETS BETWEEN FOR	DO		
	Unrestricted	Restricted	Total
	funds	funds	funds
	£	£	£
Fund values at 31 March 1999 are	*	~	~
represented by			
Tangible fixed assets	77 3,907	-	<i>7</i> 73,90 7
Investments	407,310		407,310
Current assets	19,704	41,392	61,096
Liabilities	(72,973)	<u> </u>	(72,973)
	1,127,948	41,392	1,169,340
Unrealised gains included above			
on investment assets at 31 March 1999	55,078	-	55,078
Reconciliation of movements in			
unrealised gains on investment assets			
Unrealised gains at 31 March 1998	53,418	-	53,418
Add: net gains arising on revaluations in year	1,660		1,660
Unrealised gains at 31 March 1999	55,078		55,078

18. COMPANY STATUS

The company is a registered charity limited by guarantee. The liability of members in the event of a winding up is limited by guarantee to an amount not exceeding £1 per member. At the balance sheet date there were 664 members.