

ASSOCIATION OF FRIENDS OF
BIRMINGHAM MUSEUMS AND ART GALLERY



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Charity Reg. No. 528895

90th ANNUAL GENERAL MEETING
Tuesday 13th September 2022 at 11am
at the Birmingham and Midland Institute, 9 Margaret Street, Birmingham B3 3BS

AGENDA

1. **Welcome**
2. **Apologies**
3. **Minutes of the previous AGM** – 4 November 2021 – draft minutes, attached, to be approved.
4. **Matters Arising** from the Minutes.
5. **Chair's Report**
6. **Committee Appointments** – Confirmation of new Trustees.
7. **Trustee's Annual Report** for the year ending 31 March 2022, attached, to be presented.
Resolution: "That the Annual Report for the year ending 31 March 2022 be received."
8. **Annual Accounts** – The Chair to present and move the adoption of the Statement of Accounts for the year ending 31 March 2022.
Resolution: "That the Statement of Accounts for the year ending 31 March 2022 be adopted."
9. **Appointment of Examiners** – The Deputy Chair to propose the appointment of the Examiners for the forthcoming year.
Resolution: "That the Committee appoint appropriately qualified Examiners to prepare and certify the Financial Statements for the Financial Year 2022-2023."
10. **Formal Presentation of Acquisitions:** Cabinet Member, Councillor Phil Davis to receive the gifts to the City of Birmingham, details as attached.
11. **Report** – The Director of Development at Birmingham Museums Trust (BMT), Rachel Cockett, to present her report.
12. **Constitution** – The Deputy Chair to propose a revised 2022 Constitution.
Resolution: "This meeting agrees to adopt, in full, the proposed Constitution of the Friends as said Constitution from the conclusion of this meeting and until such time as amended as described within said Constitution."
13. **Any Other Business & Close**

[Tea, coffee and biscuits will be available prior to the meeting from 10.15am.
After the AGM Colin Hutcheson, BMT's Planetarium Lead,
will deliver a talk entitled '*Thinktank's Planetarium: The Inside Story*']

**ASSOCIATION OF FRIENDS OF
BIRMINGHAM MUSEUMS AND ART GALLERY**

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**MINUTES OF THE EIGHTY-NINTH ANNUAL GENERAL MEETING
FRIENDS OF BIRMINGHAM MUSEUMS & ART GALLERY**

**Held at the Birmingham and Midland Institute, 9 Margaret Street, Birmingham B3 3BS
On Thursday 4 November 2021, commencing at 11am**

Present

Peter Miles (Chair), Bill Lane, Jane Howell, Jim Wells, Rosalind McCarthy, Stephen Hartland and Judith Hurst (Trustees)

Councillor Peter Fowler (Council nominee)

Rachel Cockett (Director of Development, Birmingham Museums Trust (BMT))

Melissa Hughes (Friends' Administrator)

Nick Burrows (Harwoods Chartered Accountants - attending on behalf of Zoe Walsh, the Friends' Independent Examiner)

Councillor Phil Davies, Cabinet Adviser (Heritage), Birmingham City Council (BCC)

And 35 other members

1. Welcome

The Chair welcomed everyone to the 89th Annual General Meeting and thanked them for attending. He welcomed Nick Burrows from Harwoods Chartered Accountants who was attending on behalf of Zoe Walsh, the Friends' Independent Examiner; Councillor Phil Davies from BCC who would be receiving the gifts on behalf of the City of Birmingham; and Jane Thompson-Webb, BMT's Conservation Team Leader, who would be delivering a talk about the *Holy Grail Tapestries* after the AGM.

2. Apologies

Sarah Farnan (Friends' Membership Secretary)

Zoe Walsh (Friends' Independent Examiner, Harwoods Chartered Accountants)

And 6 other members

3. Minutes of the previous AGM held on Tuesday 10 September 2019

These had been circulated to all members. There were no objections and the Minutes were approved and signed.

Proposed: Judith Hurst; Seconded: Roy Pearce.

All in favour.

CARRIED

4. Matters Arising

None.

5. Chair's Report

The Chair said that it had been two years since the last AGM and in that time a lot had happened. There had been an ongoing global pandemic; the Friends had lost members much like many other membership organisations; there had been no income from events as the Friends had been unable to meet; the Friends' income from investments was down; the Committee had lost four long-serving Board members; in December 2020 the Committee had taken a vote which had resolved to close down the Friends; and Birmingham Museum and Art Gallery (BMAG) was currently closed for renovations which meant that the Friends needed to find a new office. The Chair commented that, following Jane Howell's resignation in February 2021, he had rather unexpectedly taken on the role of Chair.

Since then progress had been made: three new Trustees had joined the Committee; following her resignation, Jane Howell had decided to return as a Trustee; the Friends' Investments were increasing in value; and the Committee had taken another vote, due to a change of material facts, and had set aside the resolution to dissolve the Friends. After 13 years in her role as Membership Secretary Lynda Perrin had retired in September 2021. The Friends had been very fortunate in finding a replacement, Sarah Farnan, and were delighted that Lynda had agreed to take on the role of the Friends' Bookkeeper. Plans were also in place to find a new office and the Friends' events would be restarting in a modest way in 2022, with plans being developed for a weekend away. Restarting the events programme would not only bring in income but also, potentially, new members.

The Chair underlined the need for volunteers to support the Friends and said that any offers of help would be warmly welcomed.

6. **Committee Appointments** – Confirmation of Chair and new Trustees.
 Bill Lane took the Chair for this item.
 Peter Miles was confirmed as Chair.
 Proposed: Bill Lane; Seconded: John Bragg.
 All in favour.
CARRIED
- There had been 8 vacancies on the Committee for the coming year, and 3 nominations had been received. The 5 vacancies would be held open. Rosalind McCarthy, Stephen Hartland and Tim Tolkien were confirmed as the new Trustees.
 Proposed: Bill Lane; Seconded: Margaret Lister.
 All in favour.
CARRIED
7. **Trustee's Annual Report** for the year ending 31 March 2021
 The Chair presented the report and asked for any questions.
 Proposed: **that the Annual Report which had been circulated to all Members be accepted.**
 Proposed: David Foster; Seconded: John Bragg.
 All in favour.
CARRIED
8. **Annual Accounts** for the year ending 31 March 2021
 Zoe Walsh, the Friends' Independent Examiner, was unable to attend due to illness. Her colleague, Nick Burrows, presented the accounts on her behalf. The AGM booklet included the full accounts and would be loaded onto the Charities Commission website.
 Proposed: **that the Statement of Account for the year ended 31 March 2021 be adopted.**
 Proposed: Jane Howell; Seconded: David Foster.
 All in favour.
CARRIED
9. **Appointment of Examiner**
 Bill Lane took the Chair for this item.
 John Bragg proposed that the Resolution should be amended to remove 'to prepare and certify'.
 Proposed: John Bragg; Seconded: Roy Pearce.
 25 Members in favour.
CARRIED
- Amended Resolution: 'That Harwoods Chartered Accountants be appointed as Independent Examiners for the forthcoming year, 2021-2022'.
 Proposed: John Bragg; Seconded: Judith Hurst.
 All in favour.
CARRIED
10. **Formal Presentation of Acquisitions: Cabinet Member or his/her representative**
 Cabinet Member, Councillor Phil Davis officially accepted the sculpture '*Souvenir 9 (Queen Victoria)*' by Hew Locke. He thanked the Friends for inviting him to attend the AGM and explained that he was the City Heritage Champion and Cabinet Advisor, representing Councillor Jane Francis, who had unfortunately had to send her apologies. He offered his continuing thanks to the Friends for all their work since 1931, explaining that he himself had been a direct beneficiary of the arts and cultural offer which came from having access to a free museum supported by BCC and organisations such as the Friends. Councillor Davis had been a Member of the Friends since 2007 and had been delighted to hear that the Friends were contributing funds to the conservation of *The Star of Bethlehem* and the *Holy Grail Tapestries*. He complimented the work of BMT's new dynamic young CEOs and offered a personal thank you, as well as one on behalf of BCC, for the role the Friends played in the city's cultural and artistic wellbeing.
11. **Report from Birmingham Museums Trust**
 Rachel Cockett, Director of Development for BMT, explained that when BMT's sites had closed due to the pandemic in March 2020 a large proportion of staff had been furloughed. Sarehole Mill's shop had remained open throughout the pandemic, supplying local people with flour. BMT had recognised the importance of finding ways to communicate with their audience during the closure and had focused on reaching out to those within the city.
 A digital programme had been developed which included '*Life on Lockdown*', a project which began in May 2020. BMT collected digital artworks and pieces of writing, creating a record of the

pandemic and people's experiences. The *'Life on Lockdown'* exhibition was currently on display at Thinktank (TT). BMT had also run their annual *'Inspire Art'* competition which had always been partly digital but now became fully digital. Based on the theme of 'what I can see', the competition allowed entrants to explore their imaginations. Taking part in *'Inspire Art'* had had a positive impact on participants' wellbeing.

BMT had also launched *Big Brum BioBlitz* which encouraged the people of Birmingham to find and identify as many species as possible within a certain timeframe. Over 70,000 people took part and many new species were spotted in the city for the first time.

BMAG opened briefly towards the end of 2020 and the artist Cold War Steve had been commissioned to produce work based on Birmingham's Pre-Raphaelite collection. A number of visitors had visited the gallery to see his new works. BMAG had subsequently remained closed after shutting for the second lockdown in order for essential electrical work to take place. Over 36,000 collection items were being moved into safe storage. Whilst BMAG would not be fully reopening until 2024, parts of the gallery would be reopening in April 2022 in time for the Commonwealth Games.

Emergency funds had been made available for businesses in order to help them with the challenges posed by the pandemic. In 2020-2021 BMT had had one of its best fundraising years, receiving £2.8 million of Cultural Relief funding to ensure that its collections and buildings could be looked after and that its staff could keep working. BMT had also received funding support from BCC, the Heritage Lottery Fund and the Garfield Weston Foundation. This financial support had enabled BMT's workforce and IT services to adapt to the new 'hybrid' method of working, paid for new displays and exhibitions, enabled a one-way system to be introduced at TT, and allowed BMT to develop and upgrade TT's shop.

BMT had also received many donations from the public for their emergency campaign, with single donations varying from £2 to £8,000. Last Summer, Jane Howell had walked between BMT's 9 sites and raised over £6,000. Rachel Cockett commented that it had been delightful to watch Jane's campaign spread on social media. Councillor Peter Fowler instigated a round of applause for Jane and her fundraising efforts.

In 2020 BMT's Director, Ellen McAdam, had stood down and Sara Wajid and Zak Mensah had taken over as joint CEOs. BMT was now developing an emerging Vision in collaboration with their stakeholders, one which would develop hope, trust and belonging. 2020-2021 had marked the start of a five-year transformation programme which would reimagine the audience for BMT's buildings and collections.

Rachel Cockett thanked the Friends for their support of the conservation work on *The Star of Bethlehem* and the *Holy Grail Tapestries*. She then thanked the Friends for their continued support.

Roy Pearce asked about the position and the progress of the proposed Poolway site. Rachel Cockett responded that BMT had had to go back to the drawing board on this and were working on an Options Appraisal. Whilst the Poolway site was no longer an option, there was still a need for a new storage facility and this was one of the tasks for the new business plan. Rachel Cockett offered to send him more information after the meeting.

Jane Howell thanked Rachel Cockett for her support during her walk and in organising the Friends Christmas party.

12. **Quorum at a General Meeting**

Bill Lane, the Deputy Chair, proposed an amendment to clause 7 (4) in the Constitution relating to the quorum at a General Meeting. The proposal was to reduce the number required at a General Meeting from 40 to 25. This would make it easier to hold and conduct business at in person meetings. At present, if under 40 members were present, the meeting would have to be rearranged.

The proposed Resolution was: 'This meeting agrees to change clause 7 (4) of the constitution from: "A quorum at any General Meeting shall be forty voting members;" to "A quorum at any General Meeting shall be twenty five voting members. A Member may be part of the quorum at a General Meeting if they can hear, comment and vote on the proceedings through telephone, video conferencing or other communications equipment and can be heard by all of the other participants.'"

There were no questions or comments.

Proposed: By the Friends Committee; Seconded: Margaret Lister.

All in favour.

CARRIED.

13. Any Other Business & Close

a) Thank yous and presentations

The Chair informed the meeting that, as a thank you for her hard work and support as a Committee Member and a volunteer in the office, Mary Whetnall had been appointed an Honorary Member of the Friends, as recorded in Minute 9 of the Friends' Committee Meeting on 30 July 2020.

The Chair thanked the Trustees who had retired since the last AGM: Margaret Lister who, having completed the Friends' Acquisitions Database, had retired both as a Trustee and as the Friends' Archivist; and John Pownall who had worked tirelessly over the years on *Artefacts*, organising Friends events including holidays and weekends away, as a Trustee and for all the work he had done behind the scenes in the Friends' Office.

Following her retirement from her role as Membership Secretary, the Chair thanked Lynda Perrin for keeping the Friends going during lockdown and underlined the gratitude of the Friends for all her hard work, dedication and commitment over the 13 years she had been in post. The Chair presented Lynda Perrin with a hamper.

The Chair thanked John Bragg, who had resigned from his role as Honorary Treasurer in March 2021, for all his work. He thanked David Foster, who had retired from his role as Chair in December 2020, for his dedication and hard work throughout his five years in post and for being a tower of strength during this time. The Chair presented David Foster with a gift.

The Chair also thanked Melissa Hughes and his fellow Board Members for their support.

b) Friends' Christmas Party

Jane Howell told the meeting that the Friends' Christmas Party would be held on Saturday 11th December 2021 from 1pm - 4pm at the Birmingham & Midland Institute. Tickets could be booked via the BMT website. BMAG Bear, who had accompanied Jane on her sponsored walk in Summer 2020, would be auctioned in aid of the Conservation Fund and Victoria Osborne, BMT's Curator of Fine Art, would give a talk on '*The Star of Bethlehem*'. Jane appealed for donations for raffle prizes.

c) Friends' Constitution

During his time as Treasurer, John Bragg had discovered that the Friends' 2010 Constitution had never been registered with the Charity Commission. He had succeeded in doing this but, having compared the 1969 Constitution with the 2010 Constitution, he had discovered that they were very similar. As a result the current Constitution dated back to 1969 and he suggested that the Committee should consider bringing a revised Constitution to next year's AGM.

d) Comparing Friends Membership with the Birmingham Museums Trust Membership Scheme

John Bragg observed that the Friends' website had been much improved in the last year. However, he commented that BMT's website gave two options: to join as a Friend or to join BMT's Membership Scheme. He felt that the two schemes should be compared side by side, in order that individuals were able to see which would be more beneficial to join and suggested that this needed looking at.

e) Receiving Friends Membership Benefits

Roy Pearce commented that, whilst *Artefacts* laid out the benefits of Friends Membership, on a recent visit to Sarehole Mill the reception staff had been unaware of the Friends Membership Benefit of free entry to the site. RC apologised and made a note to remind the staff of this.

f) Transport to Friends' Events

The Chair asked whether those present would be happy to travel on a coach or an airplane for the Friends' proposed weekend away in 2022: approximately 50% said that they would be happy to travel on a coach; whereas only a small handful would be happy to travel on an airplane.

The Chair thanked everyone for coming.

There being no further business the Chair declared the Meeting closed at 12.05.

FRIENDS OF BIRMINGHAM MUSEUMS AND ART GALLERY

Trustees' Annual Report for the 2022 AGM

REFERENCE AND ADMINISTRATIVE INFORMATION OF THE CHARITY FOR THE YEAR ENDED 31 March 2022

Trustees

Due to COVID-19, the Trustees held a total of six Committee meetings on Zoom from 1 April 2021 until 31 March 2022. The 2021 AGM was held in person. Attendance at these events is shown in brackets. Unfortunately, some of the Committee were unable to access Zoom and were thus unable to attend the online meetings. However, they had contributed comments and suggestions for inclusion at the meetings.*

Peter Miles	(7/7)	Chair
Bill Lane	(6/7)	Deputy Chair
John Bragg	(1/1)	Hon. Treasurer, Resigned 21 April 2021
Jim Wells	(3/7)*	
Judith Hurst	(1/7)*	
John Pownall	(1/3)	Resigned 21 July 2021
Rosalind McCarthy	(6/6)	Elected 2 June 2021
Carolyn Blake	(2/3)	Elected 2 June 2021, Resigned 6 September 2021
Jane Howell	(4/5)	Elected 21 July 2021
Stephen Hartland	(4/5)	Elected 21 July 2021
Tim Tolkien	(2/4)	Elected 1 September 2021
Peter Baker	(1/1)	Elected 22 February 2022
Councillor Kath Hartley	(4/7)	Council nominee
Councillor Peter Fowler	(4/7)	Council nominee
In attendance		
Birmingham Museums Trust's Representative	(5/7)	
Melissa Hughes	(7/7)	Administrator

Charity registration number

528895

Principal office

Friends of Birmingham Museums & Art Gallery
Soho House Museum
Soho Avenue
Birmingham
B18 5LB

Independent Examiner

Nick Burrows BA FCA
Harwoods Chartered Accountants
Registered Auditors
1 Trinity Place
Midland Drive
Sutton Coldfield
B72 1TX

FRIENDS OF BIRMINGHAM MUSEUMS AND ART GALLERY

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 March 2022

The Trustees present their report and the financial statements for the year ended 31st March 2022. Reference and administrative information set out on this page forms part of this report. The financial statements comply with current statutory requirements, the charity's constitution, and the Statement of Recommended Practice – Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

OBJECTIVES AND ACTIVITIES

a. **Principal Objective**

The principal object of the charity, as declared in its current Constitution, approved in 2021, is *“to support and assist the Birmingham Museums and Art Gallery and to promote their use and enjoyment by the public. In furtherance of the above- . . . to provide money, by receipt of subscriptions, gifts, bequests or otherwise and by sale of artistic works or other trading activities such money to be applied either directly or after accumulation or investment.”*

In making its annual review of the aims, objectives and activities, the Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit. In particular, the Trustees have considered how planned activities will contribute to the aims and objectives that have been set.

b. **Contributions and Acquisitions to Birmingham Museums Trust**

During the year 2021-2022, the Friends made two contributions to Birmingham Museums Trust: £15,000 towards the conservation appeal for Edward Burne-Jones' 'The Star of Bethlehem', and £534 for the outright purchase of 'Conniveo', a vinyl photographic image printed on plexiglass by artist Georgia Tucker, made in 2020.

c. **Membership**

At the end of March 2022, our total number of Members was 612, 55 fewer than in March 2021 when we had 667 Members – a decrease of 8.2%. This decrease has slowed considerably since the year before when, at the end of March 2021, we had had a 13.8% decline in Membership in the twelve months from April 2020 to March 2021. The number of leavers in 2021-22 was 62, compared with 111 in 2020-2021, a decrease of 44%. Members from whom we received no response to renewal reminders accounted for 21 leavers (34%).

The number of new Members in 2021-2022 was 7, compared with 4 in the previous year, an increase in Membership uptake of 43%. With the publication and wider distribution of 'Artefacts', and the planned re-launch of our Events programme in the next few months, we hope that Members who left during the pandemic might consider re-joining.

d. **Social Events**

Due to COVID-19, the Friends did not offer a programme of social events in 2021-22. We are planning to restart our events programme in the Summer 2022 edition of 'Artefacts'.

e. **Friends Magazine**

'Artefacts' had not been published since May 2020 due to COVID-19. A trial Winter edition was published in November 2021, which proved to be a great success, and as a result 'Artefacts' will continue to be printed quarterly.

f. **Priorities for the Year 2021-2022 – and how were these achieved?**

2021-2022 continued to be a year of uncertainty due to COVID-19. Most of the Friends' activities, like many similar organisations, continued to be side-lined by the pandemic. Last year, the Committee identified seven priorities for the coming year:

1. **Continuing to work with BMT to understand their future plans in order that the Friends can anticipate the manner of support which might be required.**

The Committee continued to have regular Meetings using Zoom which included updates from Rachel Cockett, BMT's Director of Development. The Committee were kept up to date with BMT's plans, including BMAG's redevelopment and its 'pop up' reopening from April until October 2022, in time for the 2022 Commonwealth Games. The planned closure of the offices in BMAG, including the Friends' Office, was delayed from autumn 2021 until May 2022.

2. Planning and preparing for the closure of the Friends' Office in Autumn 2021 and the subsequent change in operations as a result of the BMAG Redevelopment.

The closure of the Friends' Office in BMAG has been delayed until May 2022 and, as a result, has allowed us more time to find a new office. However, the issue of sourcing a new office is still very pressing as the deadline approaches.

3. Communicating with the Membership by developing a Friends Newsletter whilst COVID-19 prevents the publication of Artefacts.

Melissa Hughes set up a Mailchimp account and in May 2021, the Friends first E-newsletter was circulated to all Members who were on email, with copies being sent by post to Members for whom we did not have email addresses. Four Friends Newsletters were circulated between May and November 2021.

In Winter 2021, following discussions with PW Media, the publication of 'Artefacts' was re-established on a quarterly basis. Archive copies of the E-newsletter and 'Artefacts' continued to be uploaded on the Friends' website.

4. Recruiting new Trustees.

Five new Trustees, with a variety of different interests and skill sets, have been successfully recruited.

5. Developing the Friends online presence – website and social media (e.g. Facebook, Twitter) – in scale and quality.

Melissa Hughes updates the Friends' Twitter account and Facebook page on a weekly basis.

Jim Wells, one of the Friends' Trustees, continued to produce articles for the website throughout the pandemic. With the introduction of the E-newsletter and the reinstatement of 'Artefacts', his articles were published in both those media, but also continued to be uploaded onto the website.

6. Raising awareness of the Friends and increasing the Friends membership.

Membership numbers have continued to decline. The Committee recognise the importance of addressing this issue. With the reinstatement of 'Artefacts' and the forthcoming recommencement of the Friends' Events programme, a Membership offer is now being able to be developed. The intention is that this might encourage those who have allowed their Membership to lapse during the pandemic to re-join, and to attract new Members. In addition, new venues are being researched to extend the distribution of 'Artefacts'.

7. In light of the changes due to COVID-19, looking for more volunteer support in order to rethink and develop the Friends' Events programme and to provide further support across the organisation.

A number of the Friends' Trustees, led by Jane Howell, are working together to develop the Friends' Events programme. Rosalind McCarthy, one of the Friends' new Trustees, has taken on responsibility for keeping the Friends' Acquisition Database up to date.

g. Priorities for the current Year 2022-2023

As life returns to a 'new normal' and the COVID-19 restrictions ease, the Committee acknowledge the importance of developing the Friends' Membership offer and enabling the organisation to strengthen and develop.

1. **Continuing to work with BMT to understand their future plans in order that the Friends can anticipate the manner of support which might be required.**
2. **Planning and preparing for the closure of the Friends' Office in May 2022 and the subsequent change in operations as a result of the BMAG Redevelopment.**
3. **Recruiting new Trustees and an Honorary Treasurer.**
4. **Developing a Friends' Vision and a Strategy for 2024, to tie in with the Reopening of BMAG.**
5. **Holding a Committee Away Day.**
6. **Developing the Friends' online presence – website and social media (e.g. Facebook, Twitter) – in scale and quality.**
7. **Raising awareness of the Friends and increasing the Friends Membership.**
8. **Seeking volunteer support to provide further support across the organisation.**

STRUCTURE, GOVERNANCE AND MANAGEMENT

a. Constitution

The principal object of the charity is as declared in the current Constitution of the charity, approved in 2021.

b. Method of Appointment or Election of Committee

The management of the charity is the responsibility of the Committee. Its members are the Trustees of the charity and are approved by the membership under the terms of the Constitution. This also allows for additional members to be co-opted when necessary.

The officers are appointed by the Committee and approved by the meeting of members.

The Constitution of the charity provides for the Museum Director to be a member of the Committee. Sara Wajid and Zak Mensah, BMT's Co-CEOs, have delegated this role to Rachel Cockett, Director of Development. Furthermore, Birmingham City Council is entitled to appoint two Councillors to the Committee. The current Councillors attend our meetings regularly and have contributed greatly to our deliberations at various times. The Museum CEOs and the Birmingham City Councillors are non-voting members of the Committee.

There were three vacancies on the Committee and one nomination had been received. The Trustees recommended that the two additional vacancies remained open. All the existing Committee members have participated enthusiastically over the year, and we are very grateful for their contributions. The Committee held six Committee meetings during the year. Individual members have collaborated in specific projects and Sub-Committees outside of the official meetings, enabling the formal meetings to be effective.

The Trustees must be members of the charity. They have no beneficial interest in the charity. All Trustees and volunteers give their time voluntarily and receive no benefits from the charity.

c. Organisational Structure and Decision Making

The Association was established in 1931 and is constituted under a Charity Commission Scheme dated 22 May 1969 and is a registered charity, number 528895. It is regulated by its Constitution approved by the Annual General Meeting, 4 November 2021.

d. Risk Management

The Committee has assessed the major risks to which the charity is exposed, in particular those related to its operations and finances. We are satisfied that the procedures for managing our finances are sound.

COVID-19 continued to reduce the activities of the Friends and BMT throughout 2021-2022. The Officers and the Committee have used online resources to maintain efficient operations: email, videoconferencing, and online banking.

e. Office and Administration

Following Lynda's retirement from her role of Membership Secretary, we were delighted that she took on the role of the Friends' Bookkeeper. We are thrilled to have welcomed Sarah Farnan, our new Membership Secretary, who took on the role in October 2021. We would like to thank both Lynda and Sarah for their enthusiasm, dedication and hard work.

Melissa Hughes continues as our excellent Administrator and Editor of the Friends' quarterly magazine, 'Artefacts'. The Committee are grateful for the professionalism she brings to these positions.

Unfortunately, with BMAG having been closed due to redevelopment work, the Friends' Information Desk in the Industrial Gallery has been closed.

f. Trustees' Responsibilities Statement

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Trustees are required to;

- select suitable accounting policies and then apply them consistently.
- observe the methods and principles in the Charities SORP 2019 (FRS 102).

- make judgements and estimates that are reasonable and prudent.
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website.

FINANCIAL REVIEW

The Committee confirm that the annual report and financial statements of the charity have been prepared under the historical cost convention, with the exception of investments which are included at market value, and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice 'Accounting and reporting by Charities' - SORP applicable to charities preparing their accounts in accordance with FRS 102.

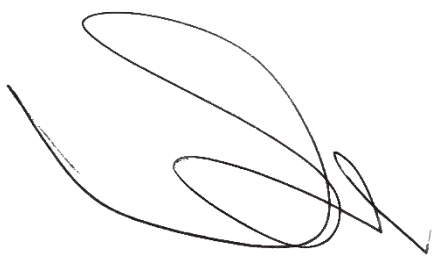
The Reserves were built up in the late 1970s, mainly through the sale of works donated through the Friends and are all Unrestricted Funds, none of these or subsequent donations received being designated or restricted for a particular purpose. The major part of these Reserves has been invested on the Friends' behalf by the Trustees giving discretion to our Investment Manager, Brewin Dolphin, within the overall Investment policy set by the Trustees, which is to limit risk while aiming for long-term growth of capital and income. There is an international spread of our investments both in equities and in fixed interest securities.

The Investment Sub-Committee has not formally met this year, but both members – the Chair and Vice Chair – have had continuous discussions with our brokers, Brewin Dolphin, regarding our income during these difficult times and in order to review the performance of our investments against the agreed investment criteria.

The Trustees annual report has been approved by the Trustees on 12th July 2022 and signed on their behalf by:



.....
Peter Miles, Chair



.....
William Lane, Deputy Chair

FRIENDS OF BIRMINGHAM MUSEUMS AND ART GALLERY

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF FRIENDS OF BIRMINGHAM
MUSEUMS AND ART GALLERY FOR THE YEAR ENDED 31 March 2022**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31st March 2022 which are set out on pages 14 to 20.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Nicholas Burrows FCA

Harwoods, Chartered Accountants
1 Trinity Place
Midland Drive
Sutton Coldfield
West Midlands
B72 1TX

.....

**Statement of Financial Activities
for the year ended 31 March 2022**

	Note	Total funds 2022 (all unrestricted) £	Total funds 2021 (all unrestricted) £
Income			
Donations and legacies	3	3,120	-
Income from charitable activities	4	14,377	19,415
Investment income		13,800	13,992
Other income	5	58	4,795
Total income		31,355	38,202
Expenditure			
Costs of raising funds	6	5,468	5,149
Expenditure on charitable activities	7	39,607	30,248
Total expenditure		45,075	35,397
Net income/ (expenditure) before net gains/(losses) on investments		(13,720)	2,805
Net gains (losses) on investments	11	1,058	96,364
Net income/(expenditure) and net movement in funds for the year		(12,662)	99,169
Total funds brought forward		583,549	484,380
Total funds carried forward	15	570,887	583,549

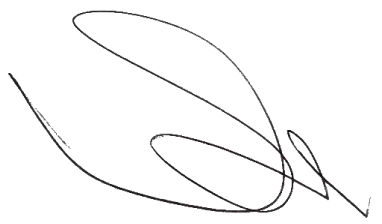
**Balance Sheet
as at 31 March 2022**

	Note	2022		2021	
		£	£	£	£
Fixed assets					
Tangible assets	10		-		-
Investments	11		538,979		540,576
			<hr/>		<hr/>
Total fixed assets			538,979		540,576
Current assets					
Debtors	12	1,341		1,482	
Short term deposits		14,021		16,805	
Cash at bank and in hand		21,485		28,683	
		<hr/>		<hr/>	
Total current assets		36,847		46,970	
Liabilities					
Creditors: amounts falling due in less than one year	13	(4,939)		(3,997)	
		<hr/>		<hr/>	
Net current assets			31,908		42,973
			<hr/>		<hr/>
Net assets			570,887		583,549
			<hr/> <hr/>		<hr/> <hr/>
Represented by:					
Unrestricted funds	15		570,887		583,549
			<hr/>		<hr/>

The financial statements were approved by the Trustees on 12th July 2022 and signed on their behalf by:



.....
Peter Miles, Chair



.....
William Lane, Deputy Chair

The Notes on pages 16 to 20 form part of these financial statements.

Notes to the Financial Statements for the year ended 31 March 2022

1. Legal Status of the Charity

Friends of Birmingham Museums and Art Gallery is a charitable unincorporated organisation in England & Wales, which is regulated by its Constitution approved by the Annual General Meeting, 21 July 2010.

The address of the charity's principal place of business can be found on the reference and administration page.

2. Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of preparation

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at fair value.

The financial statements have been prepared on the going concern basis and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice.

The charity meets the definition of a public benefit entity under FRS 102.

The financial statements are presented in sterling, which is the functional currency of the charity and rounded to the nearest £1.

Fund Accounting

Unrestricted income funds comprise those funds, which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have created a fund for a specific purpose.

Restricted funds are funds, which are to be used in accordance with specific restrictions imposed by the donor. During the reporting period and in the previous year the charity had no restricted or designated funds.

Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably. Subscriptions including Gift Aid are recognised when received.

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. Legacy gifts are recognised on a case-by-case basis following the granting of probate when the administrator/executor of the estate has communicated in writing both the amount and settlement date.

Notes to the Financial Statements for the year ended 31 March 2022 (cont'd)

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

Tangible Fixed Assets

Tangible fixed assets consist of collection boxes, which are treated as non-depreciable. Computer equipment is depreciated on a 3-year straight line basis.

Fixed Asset Investments

Investments are stated at market value at the balance sheet date. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

Current Asset Investments

Current asset investments are short-term highly liquid investments and are held at fair value. These include cash on deposit and cash equivalents with a maturity of less than one year.

Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Financial instruments

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments.

Notes to the Financial Statements for the year ended 31 March 2022 (cont'd)

Realised Gains and Losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired during the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year-end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

	Total Funds 2022 (unrestricted) £	Total Funds 2021 (unrestricted) £
3. Income from Donations and Legacies		
Donations	120	-
Legacy	3,000	-
	<u>3,120</u>	<u>-</u>
4. Income from Charitable Activities		
Members Subscriptions	14,377	16,624
Members Events	-	2,791
	<u>14,377</u>	<u>19,415</u>
5. Other income		
Parental leave contribution towards salaries (note 8)	-	4,410
Bank compensation	58	385
	<u>58</u>	<u>4,795-</u>
6. Costs of Raising Funds		
Investment Management Costs	5,468	5,149
	<u>5,468</u>	<u>5,149</u>
7. Expenditure on Charitable Activities		
Contributions to BMAG	15,534	6,000
Governance and Support Costs	24,073	24,248
	<u>39,607</u>	<u>30,248</u>
8. Analysis of governance and support costs		
Staff costs – salaries	16,517	13,978
Payroll administration	204	210
Office costs	505	717
Independent examiner	1,890	1,980
AGM expenses	210	-
Printing and postage	2,769	941
Bank charges	283	402
Insurance	914	901
Bad debt	485	-
Other costs	296	141
Depreciation	-	4,978
	<u>24,073</u>	<u>24,248</u>

The average number of staff employed during the year was 2 (2021: 2).

No employee received employee benefits in the year in excess of £60,000 (2021: nil).

Notes to the Financial Statements for the year ended 31 March 2022 (cont'd)

9. Related party transactions and trustees' remuneration and expenses

No trustee or any person connected with them received any remuneration or benefits in kind during the year (2021: £nil).

No trustee received reimbursement of travel expenses during the year (2021: £nil.)

There are no related party transactions during the period (2021: £ nil).

10. Fixed Assets

	Collection Boxes	Computer Equipment	Total
Cost	£	£	£
At 1 April 2021 and 31 March 2022	4,978	883	5,861
Depreciation			
At 1 April 2021 and 31 March 2022	<u>4,978</u>	<u>883</u>	<u>883</u>
Net Book Value			
At 1 April 2021 and 31 March 2022	<u>-</u>	<u>-</u>	<u>-</u>

11. Investments

	2022 £	2021 £
Market Value at 1 April 2021	540,576	458,186
Add: additions at cost	16,495	94,916
Sale proceeds from disposals	(19,150)	(106,890)
Gains (losses) in year	1,058	96,394
Market Value at 31 March 2022	<u>538,979</u>	<u>540,576</u>
Investments at fair value comprise:		
Equities	309,812	324,592
Other Investments/securities	229,167	215,984
	<u>538,979</u>	<u>540,576</u>

12. Debtors

	2022 £	2021 £
Prepayments and accrued income	1,341	1,482
	<u>1,341</u>	<u>1,482</u>

Notes to the Financial Statements for the year ended 31 March 2022 (cont'd)

13. Creditors: amounts falling due within one year

	2022	2021
	£	£
Accruals and deferred income	4,405	3,333
Other creditors	534	664
	<u>4,939</u>	<u>3,997</u>

14. Summary of movement in funds – all unrestricted

	2022	2021
	£	£
At 1 April 2021	583,549	484,380
Income	31,355	37,817
Expenditure	(45,075)	(35,012)
Losses/Gains on Investments	1,058	96,364
At 31 March 2022	<u>570,887</u>	<u>583,549</u>

15. Analysis of Net Assets between Funds – all unrestricted

	2022	2021
	£	£
Tangible Assets	-	-
Fixed Asset Investments	538,979	540,576
Cash at bank and in hand	21,485	28,683
Other current assets	15,362	18,287
Current liabilities	(4,939)	(3,997)
Total	<u>570,887</u>	<u>583,549</u>

