

KENT MASONIC LIBRARY AND MUSEUM TRUST
Annual General Meeting held on 16th September 2017 at the
Masonic Centre, Canterbury.

Members present:

R.W.Bro. G. Dearing (Provincial Grand Master East Kent)	
W.Bro. A. Denne (Chairman)	W.Bro. R. O'Brien (Trustee)
W.Bro. J.H.A. Andrews (Secretary)	W.Bro. A. Pratt (Trustee)
W.Bro. R. Waltham (new Chairman)	W.Bro. J. Flower (Operations Manager)
W.Bro. C. Boxer (Trustee)	W.Bro. M. Bassant (Assn. of Patrons)
W.Bro. A. Eldridge (Trustee)	W.Bro. R. Evans (Marketing Manager)
W.Bro. I. Ward (Treasurer)	W.Bro. G. Cuthbert (Facilities Manager)
	W.Bro. D. Alexander (Asst PGM)

Together with 76 Lodge Representatives, Patrons, Museum Stewards and their ladies.

The Chairman opened the meeting at 11.00 a.m. welcoming all present and in particular the Provincial Grand Master and members of the Provincial Executive and thanked everyone for their continued support of the Museum and Library

Apologies:

Apologies were received from R.W.Bro. M.Estaugh the Provincial Grand Master of West Kent, W.Bro.P.Hagger Assistant Provincial Grand Master East Kent, W.Bro. P.South Provincial Grand Secretary, V.W. Bro. Roger Odd, W.Bro. P Sayer and 14 Lodge Representatives.

2. Minutes of the Meeting on 17th September 2016.

The Secretary read out two amendments to the minutes; page 3 item 4 "The financial activity of the trust ceased on 31st March 2016 and the accounts submitted were the final accounts" and page 6 item 2 "Operational responsibility of this Trust did not take effect until 1st April 2016 and therefore no accounts have yet been produced as a complete year of activity has not yet taken place."

The Minutes of the previous meeting having been posted on the Provincial website, W.Bro. C.Manuel of the Lodge of St. Mark No. 6969 proposed and W.Bro. K.Chatfield of the Manor of Chatham Lodge No. 4688 seconded they should be taken as read and together with the amendments read out by the Secretary be adopted. This was put to the meeting and carried.

3. Statement by the Chairman.

This as well as being a year of consolidation has been a year of achievement and progress for the museum and library. I am pleased to report that the visitor numbers to the museum continue to increase, which is most encouraging, the month of July proved to be a milestone for the museum as for the first time we exceeded one thousand visitors in a month. The very good news is that in August we exceeded the July figures. It is also encouraging to see an increase in the number of large groups. We have welcomed many overseas visitors, this year we have had visitors from over 50 different countries. During the past year every effort has been made to publicize and raise the profile of the museum and in this respect co-operation with the Canterbury Cathedral, Canterbury Museum Group, and other museum groups, visit Kent and visit Canterbury and also the media has lead to some excellent articles and publicity. We have again achieved a

certificate of excellence from Trip Advisor; the numerous reviews have without doubt been exceptional, with particular praise for the volunteers who welcome and look after our visitors. We have also welcomed television's Antique Road Trip, who spent 6 hours filming in the museum. Our thanks go to Trustee Roger O'Brien for hosting and answering a multitude of questions. The good news is that the programme is due to be broadcast on BBC 1 on Friday 29th September at 16.30hrs. I would like to thank and am most grateful to W.Bro. Robin Evans, our Marketing Manager, and Trustee W.Bro. Tony Eldridge for their success in publicising and promoting the museum. The sale of museum guide books has again contributed to the museum funds. We are most grateful to the Trustees of the Arthur Crick Trust for their generous support for the production of the guide books. Speaking of valuable contributions to the museum, I am most grateful to W.Bro. Brian Blake who again through his regalia scheme is making significant financial contribution to the museum. On behalf of the Trustees I thank all the members of the management team, who have given up their valuable time to support the museum during the year, and there are many, I can assure you to thank. We of course suffered a major loss with the sad passing of two key members of the management team just before the Annual General Meeting last year. W. Bros. David Anning our Treasurer and Tony Periton our Curator and Librarian, two members who made immense contributions to the museum and library over many years. We welcome and are most grateful to W.Bro. Ian Ward, who has taken over as Treasurer and kept our finances in such good order. We have yet to appoint a curator and librarian and we thank W.Bro Charles Boxer, W.Bro. Roger O'Brien and W.Bro. Terry Tanner for acting in those roles during the past year. I thank W.Bro. John Andrews our Secretary and W.Bro. Adrian Wagstaff our Assistant Secretary who continue to efficiently to deal with the numerous secretarial duties that are heaped upon them, they have endured a busy twelve months particularly with the many changes that have taken place. W.Bro John and W.Bro Adrian thank you for keeping me in order as well. W.Bro. Jim Flower who manages the demanding and important role of organising the volunteers and Stewards has kept the museum open again 7 days a week. During the past year W.Bro. Jim has increased the number of volunteers and on behalf of the Trustees I thank you Jim for all you are doing, we are most grateful. I also of course thank W.Bro. Keith Masters who has been assisting you with these duties. W.Bro. Graham Cuthbert joined the management team last year, W.Bro. Graham introduced new practices which have made major improvements in the running of the museum and the care and maintenance of the fabric. W.Bro. Graham on behalf of the Trustees I thank you for your valuable contribution and of course also the many hours you spend looking after the museum and for stepping in on many occasions to help stewarding , your input is most appreciated. We are now in the 6th year of the Association of Patrons, and I thank W.Bro. Mark Bassant and his team for the stewardship of the association. In the coming year W.Bro. Mark's team will be promoting lodge membership of the association and encouraging Lodges to subscribe through their benevolent funds. Thank you W.Bro. Mark and your team for the valuable work in the most important area in promotion and finance of the museum. The Trustees are most grateful to Mrs. Sue Rodgers for organising and running the shop, Sue's enthusiasm has rejuvenated the shop and the results speak for themselves. The Trustees are most grateful to her for this important role. I am sure that W.Bro. David would have been delighted that you have continued your valuable support of the museum. On behalf of the Trustees I would like to thank W.Bro. Jeff Davis, our Assistant Librarian, for his assistance during the year and W.Bros. David Birch and Michael Farrell who sort and catalogue the museum jewels and other artefacts. Our thanks also to W.Bros. Tony Taylor, David Forester, Mark Goodley, and Alan Brown for their work on the building and the IT systems. We have two stalwarts who attend the library each week to carry out cataloguing and sorting the library collection and on behalf of the Trustees I thank Mrs. Sue Ransom and Mrs. Sandra Bailey for their diligent working through this enormous task. They have of course spent many years successfully cataloguing the Church collection and in the past year have also been involved in dealing with the Tom Church

collection. This has been an enormous task and my thanks also to Trustees Charles Boxer and Roger O'Brien assisted by W.Bro. Martin Ransom for their many hours of work in sorting hundreds of books. The Trustees are most grateful also to W.Bro. Geoffrey Goodban and W.Bro. Mark Bassant for their generosity and support in providing storage facilities for hundreds of books and other museum artefacts. I am pleased to report that W.Bro. Paddy Langdown, with his usual enthusiasm, continues to produce the latest list of lecturers and is currently working on the Cornwallis Lectures for the next few years. I now come to the mainstay of the museum, the Volunteers and the Stewards. I would like to thank the many Volunteers and Stewards who give up their valuable time to help man the museum throughout the year, and the support they have given to W.Bro. Jim Flower. They are truly outstanding and they are the backbone of the museum, without their support the museum could not function and would not be open almost every day of the year. An example of the support given by the volunteers is the complete renewal of the kitchen area, the replacement of the units and refrigerator and the complete redecoration by W.Bro Steven Heasman ably assisted by W.Bro. Graham Cuthbert and at no cost to the museum funds. I cannot emphasise how much the contribution of all our volunteers is valued and appreciated. Of course to ensure the success of the museum we are always in need of more volunteers to assist in keeping the museum open seven days a week which is expected of a museum of this standing. We would of course be pleased to welcome wives and partners of volunteers. The museum and library is a great asset to both East and West Kent Provinces. It is very pleasing to note the increase of interest of members of West Kent during the past year, thanks to the support of R.W.Bro. Mark Estaugh the Provincial Grand Master of West Kent, V.W.Bro. Roland Wade and W.Bro. Adrian Wagstaff. My co-trustees have had a busy year and I want to thank them for their support and assistance during the year and for the immense amount of work they have undertaken in the interests of the museum. The museum as I have already said is a great asset to the provinces of East and West Kent and is the envy of many other Provinces. It is now recognised as a leading Masonic Museum and has become one of the city of Canterbury's main attractions. The Trustees realise there are challenges ahead and it is indeed our duty to see that it is maintained to a high standard and develops further. Please mention the attributes of the museum to your friends. I shall be retiring as Chairman and Trustee at this annual general meeting, my successor as Chairman is W.Bro. Roger Waltham who needs no introduction, I am sure he is well known to you all because of his many activities throughout the Province, Particularly of course as Assistant Provincial Grand Master, and he has been Chairman of the Museum and Library in the past. So he is well experienced in museum matters and I know he will be an excellent Chairman to take the museum forward and see it prosper. I would like to thank all those who over the past few years have contributed to the success of the Museum and Library. Over the past year it has been particularly noticeable the feeling of team work and enjoyment that has developed, long may it continue, and I am sure it will. I would also like to thank all the members who have supported me in my time as Chairman, the support, advice, assistance and guidance, but above all the friendship has been invaluable and I am truly grateful. Finally I thank you all for your support and for being present at the Annual General Meeting, your presence I can assure you is very much appreciated.

4. To Approve the Accounts.

The Treasurer delivered his report.

I started my tenure as Treasurer in a very tricky situation, with the very sad demise of David Anning, and the transition from the old trust which ceased activities on 31st March 2016 and the new trust which took over on 1st April 2016. We have also had to move a bank account, both within Lloyds, from the old trust to the new trust which has proved very difficult and labyrinthine. Can you please check that your standing orders are going to the new account? The accounts are before you. As Treasurer I am quite pleased with the way they have gone. If we look at the general fund we have a

surplus of £9,686-18. The income from the Association of Patrons has been a major support to the income of the Museum and Library. The shop is now trading well thanks to Mrs. Sue Rodgers, and finally we must thank the Province of East Kent for their donation. The Balances are, in terms of the unrestricted fund, which is the area where the Trustees have unfettered responsibility; we have a balance of £38,519-45. We have £9,596-27 in the improvement fund, and with the receipt of the new Church collection the Trustees thought it was correct to allocate and ring fence £1000 so that we could develop and provide storage. This leaves £470 in the Church fund. There is however a series of building repairs and work that needs doing. There will be significantly more money spent in the coming year than last year. The largest being the replacement of the glass canopy in the museum gallery, which because we are in a conservation area, severely restricts exactly what work can be done.

There were no questions for the Treasurer.

The Accounts for the year ending 31st March 2017 having been distributed to Museum and Library Stewards [see Appendix A], W.Bro. A.Woodcock of the Garden of England Lodge No. 6583 proposed the adoption of the published accounts together with a vote of thanks to the Treasurer. This was seconded by W.Bro. L.Tomes of the East Kent Wheel of Friendship Lodge No. 9750 and approved by the meeting. The accounts were approved by the meeting.

5. Resignation and appointment of Trustees.

According to the constitution any Trustees appointed in the year since the last annual general meeting must resign at the next annual general meeting and may seek re-election. Accordingly W.Bro Ian Ward and W.Bro. Roger Waltham offer their resignation, and offer themselves for re-election. W.Bro. Marvely of the Binnewith Lodge No. 6338 proposed the re-election of W.Bros. Ward and Waltham. This was seconded by W.Bro. J.Wakelen of the Middleton Manor Lodge No. 6337. This was passed by the members. One third of the other Trustees must retire in rotation each year and may seek re-election for a maximum of three times. This year W.Bro. Tony Denne and W.Bro. Tony Pratt retire by rotation according to the constitution, however, they do not offer themselves for re-election. W.Bro. Denne then invited W.Bro. Waltham to take the chair. Saying, W.Bro. Roger is well known to you all and I have absolute confidence that he will lead the museum forward and that it will prosper for many years to come.

5a. Statement by W.Bro. R.Waltham the new Chairman.

First of all I would like to take the opportunity to publicly thank my fellow Trustees for their confidence. It has been seven years since I was Chairman of our former trust, during which period we managed to secure funding and take the resource into that life giving refurbishment phase. Since then much has moved forward and there have been many, many changes, not least the sad deaths of some of our close team members. There has also been much positive progression under the Chairmanships of Andrew Notley and latterly Tony Denne, and I am sure you would like to join me in showing Tony our appreciation. [Rapturous applause] As has been mentioned already, the fantastic reviews that we get are because of this great team of stewards that greet and guide our visitors, and I would very much like to add my thanks to them and indeed the whole team who greet, organize, manage, catalogue, do the marketing, look after the facilities, run the shop, and do everything else that is necessary to make everything as good as it can be. Thank you all for that hard work, that zeal and that attachment. Personally I am delighted to be back on the team and I look forward enormously to working with you all to take things forward.

6. Election of Treasurer.

W.Bro. Mayhew of the Durobrivae Lodge No. 6956 proposed W.Bro. I.Ward as Treasurer. Bro. B.Yates of the Queenborough Lodge No. 3893 seconded the proposition. This was passed by the members.

7. Appointment of Auditors.

The Trustees are satisfied with the Auditors, JAD Chartered Accountants, and recommend their re-appointment for the ensuing year. This was put to the meeting and carried.

8. Reports of the Facilities Manager, Operations Manager, Marketing Manager & Chairman of the Association of Patrons.

Facilities Manager. W.Bro. G.Cuthbert. When I spoke to you last year I was able to report several savings with regard to the utilities resulting in an overall saving to the museum of around £1000. This year, however, I am afraid that I have blotted my copybook somewhat by spending some of our precious reserves.

With regard to the utilities, the favourable contracts that we were able to negotiate last year have been renewed at the same rate or were 2 year deals that are still in operation so there is very little that I can add at this juncture. When they come up for renewal I will, of course, do my best to see that we get a good deal.

Moving on to the building, the repointing to the second storey south elevation that I mentioned last year has been carried out to our satisfaction.

The rear exit fire door was in serious need of attention and so we had it replaced and fitted with a more efficient panic bar.

The front doors were beginning to look a little shabby and we had those rubbed down and recoated with a stain and varnish which should see them O.K. for quite a few years to come. This was done at minimal cost to the museum.

The entrance lobby was, to say the least, quite dull to the eye and we had that redecorated in a lighter colour, at no cost to the museum, which I think makes it look a lot more welcoming. There were problems last winter with the heating system during the very cold weather. The boiler, which according to two independent heating engineers' reports is undersized for the building, struggled to cope and reach an acceptable temp. It was decided to get quotes to replace it and upgrade the system, these are now in and we are in the process of expediting the work. I will be able to give you a report on the outcome at next year's A.G.M.

One of our major outlays this year has concerned the C.C.T.V. system, in that the control unit was on occasion failing to record. Investigations by Judge Alarms revealed that the unit had, in fact, had this fault for some time. A new unit was purchased but as with many systems, when you introduce a new up to date, powerful component into an old system it invariably shows up all manner of shortcomings in the rest. This resulted in us having to have several cameras rewired and, indeed, a few replaced. The whole job meant us spending rather more than we had intended but there was nothing that we could have done because, without constant recording, our insurance cover would have been compromised.

In the summer it was felt by the Trustees that the museum kitchen was in bad need of upgrading, I spoke to, cajoled and generally bullied one of our Saturday stewards Bro Steven Heasman, who is, in fact, a kitchen fitter to have a look and give his considered opinion and over the next couple of months he was able to call in a few favours and purchase, at his own expense I might add, the various components needed for the job. Consequently on the 9th, 10th and 11th of August, he very generously gave of his time and knowledge and ably hindered by myself we installed the new kitchen with no cost to the museum. With that in mind should like to ask the Sec to record both the Trustees and my thanks to Bro Steven for his kindness in giving of his time and money and his professionalism in installing what is, without a doubt, a vast improvement to our Mess facilities.

Finally I would just like to bring to your attention someone who rarely gets a mention at meeting like this, our cleaner, Pat. She does a wonderful job and I would like to ask the Secretary to drop her a line on behalf of the Trustees, and indeed, myself thanking her for her reliability over the years and the excellent job she does each week.

Operations Manager. W.Bro. J.Flower. Firstly I would like personally to thank all the volunteers at the museum, the regular stewards, the occasional stewards, and particularly to W.Bro. Keith Masters who stood in at the last minute, when I had some health problems over Christmas, and who is continuing to assist me now. There are a total of 80 or so volunteers working to keep the museum open seven days a week, we do, however, need more. I would appeal to all Lodge Museum and Library representatives or anyone for that matter to become involved in the museum by becoming a volunteer. There is at present only one regular day vacant, the alternative is to become an occasional steward. Every month we have to fill on average 6 to 8 duties, although there has been double that on occasions. The occasional stewards are sent a list of dates that require cover at the beginning of each month by W.Bro. Keith, you can then decide to do one duty a month or less, it is entirely up to you. The pay is not very good, but there are advantages, free parking, free tea and coffee, but the main advantage is working in a very friendly atmosphere and meeting some very interesting people from all over the world and testing your language skills. For a Lodge Museum or Library representative volunteering on an occasional basis would be an advantage when you present your report in open Lodge, you will then have an insight as to how the museum works on a daily basis. If any of you or you know of anyone who may be interested in volunteering please get in touch with the museum. The Antiques Road Trip paid a visit to the museum earlier in the year and the show was broadcast on 29th September. We are also trying to encourage Lodge representatives with the assistance of the Lodge Mentor to organise an evening tour of the museum perhaps combined with a meal. This would be an opportunity to entertain non Masonic guests and potential members. If your Lodge is interested please let me know and I will arrange it. Finally I would personally like to thank everyone associated with the Museum and Library who sent me their best wishes during my illness earlier this year, it was very much appreciated.

The Chairman asked for an acknowledgement to be recorded for the great work Jim did through a very difficult period earlier in the year.

Marketing Manager. W.Bro. Robin Evans. Quite simply all of the continual and structured marketing and awareness activities that we have undertaken since we closed our doors in 2011 to commence our redevelopment have come to fruition in the past 12 months. Our social media presence goes from strength to strength, in fact you will see myself and others taking photographs this morning – if you do not wish your image to appear on our website or Facebook pages etc then please let me know.

Through our continued close relationship with Visit Kent and Visit Canterbury we once again took part in the Kent Big Weekend, the most successful to date and have partnered with the internationally renowned Canterbury Festival for the first time.

We have been recommended as one of THE places to find when visiting Canterbury by both the National Student website and incredibly The New York Times.

Freemasonry Today has featured us twice and we had a visit from The Square magazine who are keen to work with us further.

As part of our outreach we have welcomed several private tours, including one, only last week, from a party of East Kent Rotarians. Two such groups have also taken advantage of the excellent hospitality of the Canterbury Centre by including a tour of this very room and buffet upstairs provided by Graham Skelton and his team. We even had a visit from The Worshipful Company of Masons livery company.

We have also delivered 4 talks in Masonic centres around the county, with more in the pipeline; special thanks must go to Phil Moore and Graham Stanford for their prominence in the West of the County. Donations etc from these talks have exceeded £500 in the past 12 months.

The crowning glory in this amazing year was a visit from Kate Bliss and the BBC's Antique's Road Trip team, as you have already heard the episode featuring our wonderful museum and our very own Roger O'Brien was aired on BBC1 at 4.30pm on Friday 29th September. Finally, we were delighted last month to receive our retained TripAdvisor Certificate of Excellence. Although everything we do at the museum is team effort, I would like to extend my personal thanks to Jim Flower and his team of volunteer stewards who make marketing and promoting the museum so easy.

Thank you all for your continued support and long may it continue.

Chairman of the Association of Patrons. W.Bro. Mark Bassant. 6years! Incredible isn't it. What have we done in those last six years? We thought about the way we could help the Museum and Library in any way we could, this was put forward to the then Provincial Grand Master and the Association of Patrons was born. Here we are six years later. In those six years you have raised £52,500 to support the Museum and Library. So congratulations to you and all the members of your Lodges and Chapters. Today we have over 260 members of the Association made up of individual Patrons and Associate Patrons of Lodges, Chapters and other Orders; that needs to be far more. We would really like 100% of all Lodges and Chapters to be Associate Patrons and it would be very nice to have 6,000 individual Patrons. The only way we are going to do that is by you going out to your Lodges, to your Chapters and keep spreading the word to them about what a jewel in the crown they have here at Canterbury. Not only to join the Association of Patrons but to come along and visit to see what we really have and to bring friends and family to see what Freemasonry is all about and perhaps encourage them to join. There are many ways that your Lodges and Chapters can pay for Associate Patronage, as you have already heard from our previous Chairman they can pay from their Charity Account as we are a registered charity. Individuals can pay from their personal accounts. As you have heard from our Treasurer, we have had to change our bank account where your standing orders are paid into. Please do go home today and check that you, your friends and Lodges and Chapters are paying into the new account. Our Provincial Grand Master has given permission for Lodges and Chapters to record if they are Associate Patrons on the Front of their summonses. This is something that you should be proud of. Today is my last day as Chairman of the Association, I have had tremendous fun and enjoyment with the team that I have worked with to achieve the membership we have today and the money that we have raised for the museum. In due course my successor will be announced and I wish my successor all the best and I will give him all the support I can for the future. Lastly Patrons, thank you for helping me preserve the past, engage the present and secure the future.

The Chairman thanked W.Bro. Bassant on behalf of everyone for the fabulous work he has done.

9. Representatives' Points. Nothing had been received.

10. Any other Business.

Address by the Provincial Grand Master. It gives me great pleasure for me to be here today. I am a tremendous fan of the Museum and Library and the way it has evolved and developed I think is absolutely magnificent which is a credit to our retired Chairman, a credit to our Trustees and the whole team here who actually work so hard. It is a credit to all those who face the public and a credit to those in the Library who work so hard at putting together a massive amount of information and getting it all recorded. Every single person is of course

a volunteer and it is a wonderful example, I think, of service and support between individuals and the net result of that is, I think, a huge asset not only for Freemasonry but for Canterbury and for our whole area. The number of people who visit now this Museum and Library as you have heard, 1000 a month, When I used to come here when there was a small museum and library we were struggling to get 1000 a year, so that is a progress made during my years of which I am very proud.

The Provincial Grand Master went on to thank Mrs. S.Bailey and Mrs. S Ransom for their work in cataloguing the Church collection and Mrs. Sue Rodgers for so successfully managing the shop. He concluded by wishing the Museum and Library every success in the forthcoming year.

The Chairman announced that the next Annual General Meeting would as usual be held on the third Saturday in September which next year will be 15th September.

The secretary asked that he be informed of any change in the Lodge Museum and library Representative, or any change of the Representative's address, telephone number and especially e-mail address.

Appendix A

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017**

FOR THE

KENT MASONIC MUSEUM AND LIBRARY TRUST

The Trustees are pleased to present their report together with the financial statements for the period to 31st March 2017.

REFERENCE AND ADMINISTRATIVE DETAILS

The Museum and Library is located in Canterbury on a site owned by the Masonic Province of East Kent on a rent-free basis, although the Trust is responsible for its share of the costs of the building.

The Trustees of the Charity were identified in the Trust document dated 1st June 2015 as:

J.H.A. Andrews

C.E. Boxer

R.J.E. O'Brien

T.A. Denne (appointed Chairman 8 October 2015)

A.B. Eldridge

A.W. Pratt

M Estaugh (appointed 17 September 2016)

Secretary J.H.A. Andrews

Treasurer I.H. Ward

Independent examiner

David Crombie
JAD Associates Ltd
Chartered Accountants
4 Bloors Lane
Rainham

Kent
ME8 7EG

OBJECTIVES AND ACTIVITIES

The Trust is a Charitable Incorporated Organisation. Its stated objective is to advance education for the benefit of the public by the maintenance of the Museum and Library.

Commencement of Activities

Although established as Charity from 1st June 2015, the Charity took operational control from 14th March 2016.

Structure, Governance and Management

Governing document

The charity is a Charitable Incorporated Organisation, controlled by its Constitution document dated 1st June 2015.

Members of the Charity

Membership of the Charity is open to any Masonic Lodge in the Masonic Provinces of East or West Kent which has appointed a Library and Museum representative.

Trustees of the Charity

The Trustees manage the affairs of the Charity. There is a maximum of 9 on the number of Trustees and a minimum of 3. At the AGM during the year, all the Trustees were to continue in office. A third stand for re-election at each subsequent AGM.

Induction and training of new trustees

The charity trustees will make available to each new charity trustee, on or before his or her first appointment, a copy of the current version of the Constitution document and a copy of the Charitable Incorporated Organisation's latest Trustees' Annual Report and statement of accounts.

Organisational structure

The Charity Trustees meet regularly to discuss and review financial and operational matters. The Constitution allows for the appointment of sub-committees but none have been established.

ACHIEVEMENT AND PERFORMANCE

At the end of its first year as a Charitable Incorporated Organization it is pleasing to note that the Charity has made good progress. Visitor numbers have increased to a record level of almost 10,000 per annum - the vast majority of whom are not Freemasons. The Museum has again been awarded a Certificate of Excellence by Trip Advisor – a clear indication of audience satisfaction.

Although admission is free, we have succeeded in more than covering our operating expenses through other means of income generation. This is an important factor as we anticipate future

one-off expenditure in several areas. We remain confident that we can continue to build a firm financial base on which to execute our longer-term plans. We are an all-volunteer organization operating to professional standards as an Arts Council England – Accredited museum.

FINANCIAL REVIEW

On its Unrestricted General Fund, during the period the Charity received the balance of the Funds held by the former Charity, the Kent Masonic Library and Museum Trust. In addition ongoing income totalled some £26.8k. Expenses for the period were £17.2k. Income was therefore sufficient to meet the Trust's commitments.

Two Designated Funds are operated by the Charity. The first is a Reserve Fund held in respect of major Building Works. This Fund received a transfer from the General Fund equivalent to the balance of a similar Fund (£9.6k.) from the former Charity. No expenditure was incurred during the period of the Accounts.

The second is a newly created Fund in respect of the Church Book collection. This was donated by the Church family and the Fund is intended to meet the costs of any activities to maximise the benefit to the Trust.

The assets of the Designated Funds are kept separate from the General Funds of the Charity.

Expenses during the year, particularly on the Trust's responsibilities within the building, were kept to a minimum. It is however likely that these costs will be significant in 2017/18. Items identified before the year-end for next year included the replacement of the heating boiler, remedial works to the CCTV system, and major repairs to the doors. In addition, major repairs/renewal will be required to the glass canopy and the surrounding areas of the roof.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005. The Charity's Trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required

Signed on behalf of the Trustees on 31 July 2017

by

T A Denne

Chairman

BALANCE SHEET as at 31st MARCH 2017

ASSETS

Stock of Shop	3,055.27	
Sundry Debtors & Prepayments	4,471.17	
Nationwide Building Society	50.40	
Lloyds Bank	41,573.33	
Cash in Hand	472.24	
Total Assets		49,622.41

LIABILITIES

Sundry Creditors & Accruals		1,036.69
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NET ASSETS		£48,585.72
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Unrestricted

General Fund		
Balance brought forward		£0.00
Surplus for Year		£9,686.18
Transfer from KMLMT		£39,429.54
Transfer to Improvement Fund		-£9,596.27
Transfer to Church Collection		-£1,000.00
Balance carried forward		£38,519.45

Designated

Improvement Fund		
Balance brought forward	£0.00	
Transaction in Year	£0.00	
Transfer from General Fund	£9,596.27	
Balance carried forward		£9,596.27
Church Collection		
Balance brought forward	£0.00	
Loss for Year	-£530.00	
Transfer from General Fund	£1,000.00	
Balance carried forward		£470.00
		£10,066.27

TOTAL FUNDS		£48,585.72
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The financial statements were approved by the Board of Trustees on 31 July 2017 and were signed on its behalf by:

T A Denne –Chairman of Trustees