

Company No: 2246583
Charity No: 299576

THE FLORENCE NIGHTINGALE
MUSEUM TRUST
(A company limited by guarantee)

FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31ST MARCH 2010

CROUCH CHAPMAN
Chartered Accountants
62 Wilson Street
London EC2A 2BU

THE FLORENCE NIGHTINGALE MUSEUM TRUST
(A company limited by guarantee)

REFERENCE AND ADMINISTRATIVE INFORMATION
AS AT 31ST MARCH 2010

PATRON: HRH Princess Alexandra KG, CVO

CHARITY NUMBER: 299576

COMPANY NUMBER: 2246583

REGISTERED OFFICE AND
PRINCIPAL OFFICE ADDRESS: Gassiot House
2 Lambeth Palace Road
London SE1 7EW

HONORARY OFFICERS:
CHAIRMAN Geoffrey Shepherd

DEPUTY CHAIRMAN Natalie Tiddy

TREASURER Mike Fox

COMPANY SECRETARY: Elizabeth Bennett

DIRECTORS AND TRUSTEES: Elizabeth Bennett
Sir Robert Crawford CBE
Lord Crisp KCB
Mike Fox
Professor Anne-Marie Rafferty CBE
Geoffrey Shepherd
Eileen Sills CBE
Natalie Tiddy

MUSEUM DIRECTOR: Caroline Worthington

BANKERS: National Westminster Bank Plc.
91 Westminster Bridge Road
London SE1 7BZ

INVESTMENT MANAGERS: CCLA Investment Managers Limited
80 Cheapside
London EC2V 6DZ

AUDITORS: Messrs Crouch Chapman
62 Wilson Street
London EC2A 2BU

REPORT OF THE TRUSTEES

The Trustees present their report and audited financial statements for the year ended 31st March 2010, which have been prepared in accordance with the Accounting and Reporting by Charities Statement of Recommended Practice issued by the Charity Commission in March 2005 and the Memorandum and Articles of Association of the Company and the Special Provisions of Part 15 of the Companies Act 2006 relating to small entities.

The Trustees confirm that the Charity Commission's general guidance on public benefit has been considered in relation to the objectives of the Charity. The report below sets out those objectives and describes how they have been met in the current year.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association.

The Trustees of the company who were also directors of the company during the year and up to the date of the report or as disclosed were as follows:

Elizabeth Bennett	Professor Anne-Marie Rafferty CBE
Sir Robert Crawford CBE	Geoffrey Shepherd
Lord Crisp KCB	Eileen Sills CBE
Robin Dahlberg (resigned 2 nd September 2009)	Natalie Tiddy
Mike Fox	

The Board wishes to thank Robin Dahlberg for his contribution to the museum during his term as Trustee.

Under the terms of the Memorandum and Articles of Association, the Trustees alone have the power to appoint any person to fill a vacancy among Trustees, however the total number of Trustees shall not exceed 10. Any Trustee so appointed shall hold office until the following annual general meeting and shall be eligible for re-election.

Where possible the Trustees seek to advertise Trustee vacancies, alternatively the Trustees seek recommendations from partner organisations. Potential Trustees are invited to meet the Chairman and Director and observe a committee meeting before joining. No outside party has the power to appoint Trustees.

The Trustees delegate responsibility for the induction and training of Trustees to the Director. All new Trustees whether they have previous experience of trusteeship or not receive copies of '*The Essential Trustee: What you need to know*' (Charity Commission booklet CC3) on the role and responsibilities of trustees and copies of the Trust's Memorandum and Articles and strategy. New Trustees are invited to tour the Museum and meet staff with the Director.

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The Trust also recognised the advice and support of the Associate Trustees who are listed below:

Maureen Acland OBE	Peter Lumsden
Pauline Anderson	Dr Beverly Malone
Lady Bonham-Carter	Dr Robert Maxwell CVO, CBE
Professor Ian Cameron CBE	Dr Joan Pryor McCann
Lady Chantler	Dame Anne Poole DBE
Frank Cockett	Dame Sheila Quinn DBE
Robert DeVries	Lieut-General Sir Alan Reay KBE
Michael Doulton	Richard Sawyer
Kay Glendinning	Dr Keith Tonge
Sir Barry Jackson	John Wyn Owen CB

The full Board of Trustees (Directors) meet quarterly to receive reports on the management of the Museum, review performance and to take any management and policy decisions considered necessary. The Trust has one sub-committee established to fundraise for the Museum. The Trustees employ a Director and staff to carry out the objectives of the Charity. The staff are assisted by volunteers who are members of the Museum.

RISK MANAGEMENT

The Trustees of the Florence Nightingale Museum are aware of the risks which might affect the Museum. The Trustees oversee the risk management of two key areas of the Museum's activities: the daily operations and the development plans. The principal threat to the operation of the Museum is through loss of visitor income and this was mitigated by a plan of income diversification. The Trustees keep all potential risks under review and take all reasonable steps to mitigate these risks.

OBJECTIVES AND ACTIVITIES

The Memorandum of Association (1987) gave the powers to open and operate the Florence Nightingale Museum. Since the Museum was opened in 1989 the Trustees have steered its strategic direction through a mission statement and objectives. The Trustees adopt business plans annually to translate the overarching strategic aims into a detailed plan of action.

The Trust's Memorandum of Association gives the object as:

- To advance the education of nurses or those engaged in nursing.

In the furtherance of this objective, the governing document gives the trust powers which include the following:

- To establish and maintain a Museum for the preservation and wider display of the Nightingale collection.
- To receive donations of suitable items for the collection, or to purchase suitable items.
- To afford the facilities for research into the history and work of Florence Nightingale, particularly in relation to the first training school for nurses at St. Thomas' Hospital and consequential developments in the nursing profession.

The Trust's strategy was formulated in 1999 and reviewed in 2003, when the present Mission Statement and objectives below were adopted.

Mission statement

The Florence Nightingale Museum aims to promote an understanding and appreciation of Florence Nightingale's legacy and its continuing influence on nursing and people's health.

Overarching Objectives

In support of the Mission Statement, the Museum's objectives are:

- To be the leading centre for the interpretation of the history of nursing in the UK.
- To provide an accessible education service for visitors of all ages.
- To provide high standards of collections management to the material and information entrusted to the Museum.

CHAIRMAN'S REPORT

The Museum has had a hugely successful year. The Museum has widened the knowledge and awareness of Florence Nightingale through extended education and outreach programmes, largely funded by an impressive array of grants from cultural and charitable organisations. The Museum's success in reaching out to more people has been closely linked to its redevelopment to coincide with the centenary of Florence Nightingale's death in 2010.

A fundraising strategy was developed to raise £1.4m to transform the way Florence's life is described and how her inspiring legacy for patient care remains the cornerstone for the highest standards of nursing in the 21st century. The Museum is very grateful to Lord Crisp, Trustee and Chair of the Appeal Committee for organising an impressive programme of events that have helped raise significant funds to deliver the project.

The Museum closed on Monday 7 September 2009. During the period of closure, Caroline Worthington ensured that the Museum's profile was maintained as well as planning, developing and monitoring the new design with our expert designers Kossmann de Jong, Fraser Randall as quantity surveyors and contract managers and Karen Eyre, the Client Project Manager. There was a tremendous amount of work involved in ensuring the highest quality design within a fixed budget and the Trustees are extremely grateful for the professional way Caroline and her team led the process and its ultimate successful completion.

During the year the Trustees have participated in the MLA funded Springboards programme for Board development. Trustee Board succession and the preparation of a medium term 5 year strategy were agreed as priorities following the remodelling of the Museum. A Trustee succession plan has been agreed for implementation during 2010. The Trustees were very sorry to see Robin Dahlberg step down as a Trustee in 2009 as Robin brought not only a very good knowledge of the South Bank area, but also a considerable expertise in information technology and was pivotal in the redesign of the Museum's web site. The strategic review will consider a number of issues including the current proposals from Kings College London (KCL) and the Guy's and St Thomas' Charity to develop a Medical Heritage Centre at Guy's Hospital and how the Museum might contribute to the initiative.

There is no doubt the Museum is extremely fortunate to have Caroline as its highly energetic and committed Director. Caroline and I hold weekly meetings to review the Museum's work and the Trustees were very pleased that during 2009 Caroline was elected as Chairman of the London Medical Museums and also appointed as a Trustee of the Royal Artillery Museum in Woolwich. In conclusion I would like to thank the Friends of the Museum who decided to end their separate organisation in 2009, with particular thanks to their Chairman, Pat Smedley, who so ably led the discussions to merge the Friends organisation with a new Membership scheme which includes so many of the Friends and volunteers who have so wonderfully supported the Museum for many years and are committed to doing so in the future.

ACHIEVEMENTS AND PERFORMANCE

2009 has been a year of preparation and change. The museum was open for April-September and we welcomed 16,881 visitors in five months. This was up by 1,404 visits on the same period in 2008.

In part this may be due to a joint initiative between the South Bank Employers Group, Transport for London and Legible London to increase signage around the South Bank. New finger posts and maps at key points in the locale now feature the museum.

In May, "Miasma" was replaced with an exhibition entitled "Mapping the Body" created by Susan Stockwell during a residency at the museum along with young women from Cotelands PRU School in Croydon.

The journey of Florence's long life and her quest for improvements in nursing, the care of the sick and the status of women, inspired the project. With Susan, the young women mapped their personal journeys in life-size drawings, and they created the sculpture "Flo" in her shape. The work was installed around the museum and launched on Thursday 14 May.

The Prime Minister's wife, Sarah Brown, visited the museum to meet the girls and Susan. Sarah Brown said: "Florence Nightingale was an amazing woman who revolutionised nursing practice against considerable odds. The work the Museum has done with these young women is truly fitting of her quest to not only ensure that women received the highest standards of care and attention through pregnancy, but also the support and aftercare so vital to both mother and child achieving their full potential."

While here she planted the International Florence Nightingale Foundation anniversary rose and was presented with a plant for the rose garden at Number 10 Downing Street by Christine Hancock.

With changes to the museum on the horizon and finding it difficult to sustain themselves, the Friends of the Museum held an Extraordinary General Meeting on 18 June. It was decided, unanimously, to merge the Friends with the museum so that a new membership scheme could be launched with the new museum. In accordance with Charity Commission guidelines, life membership of the Friends will be honoured in the new scheme.

There is no doubt that the contribution of the Friends over nearly 20 years has been a significant asset to the museum – and, at times - provided a life line. The Board would like to thank all those who have worked so tirelessly to support the museum as Friends.

Work on promoting the new museum, its activities and indeed the new membership scheme also began in earnest during 2009. Thanks to a grant of £20,000 from the Guy's and St Thomas' Charity the museum is about to outsource our communications and marketing for 2010. We recruited the professional services of the South Bank Employer's Group marketing team to devise, deliver and manage all aspects of the new museum launch and we look forward to exciting times ahead.

THE FLORENCE NIGHTINGALE MUSEUM TRUST
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Inspiring Change

The fundraising campaign launched publicly at the House of Lords on 13 May 2009, with our Patron, HRH Princess Alexandra KGCV in attendance. The event, which raised £3,000, was kindly sponsored by HLM Architects who have been keen supporters of the museum. The work of the fundraising committee was supported by Charlotte Langley, a professional fundraiser who kindly worked on a pro bono basis.

The team spent the summer working extremely hard on the new museum, meeting with the designers from Kossmann de Jong every two weeks for day long sessions. They are to be admired and congratulated for achieving this while maintaining the existing museum service. The museum itself closed Monday 7 September 2009. Within a week the collections were packed and collected by MOMART for storage, while the team had moved into temporary office accommodation provided by GSTT.

Fraser Randall in their role as contract managers, ran the procurement process for tendering and letting contractors. Thanks to their steady hand, the project proceeded on time and on budget. Challenges were faced along the way including some light value engineering and a protracted decision on planning for the new facade from Lambeth Council. Donors to the appeal during 2009 include:

The Wellcome Trust	£500,000
The Wolfson Foundation	£50,000
Foyle Foundation	£75,000
Fidelity UK	£75,000
Shell UK	£5,000
London Bridge Hospital	£30,000
Florence Nightingale Museum Friends	£5,000
Florence Nightingale Fellowship	£3,000
SLaM	£30,000
GE Healthcare	£5,000
The Worshipful Company of Goldsmiths'	£3,000
Sandra Charitable Trust	£1,000
Sir Jules Thorne Charitable Trust	£1,000
Hintze Family Charitable Foundation	£1,000

as well as a number of significant private gifts.

Collections

On 22 June 2009 a new image of Mary Seacole was revealed at the museum and was on show as part of the Crimea Album belonging to Winchester College. We were delighted to host the launch event attended by Lord Soley and esteemed guests.

The museum's own collections are critical for the new museum. Kirsteen Nixon planned and delivered a programme of conservation during the museum closure. Kate Colleran carried out the work on our 2D objects. Kirsteen Nixon was successful in securing further grants for the conservation of 3D objects - £900 from Museums Libraries and Archives (MLA) London for work to a selection of objects including repairing the fire screen and cleaning the Crimea medals and £1,450 from the Association of Independent Museums (AIM) to consolidate Nightingale's fragile writing desk.

THE FLORENCE NIGHTINGALE MUSEUM TRUST
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Following a series of research visits, Kirsteen Nixon developed good links with a wide range of potential lenders to the new museum including Claydon House archive, the Sisters of Mercy archive at Bermondsey, the National Army Museum and the National Portrait Gallery. We discussed with our colleagues in Derbyshire, and were able to facilitate, the use of material (text panels, set dressing) for the celebrations there in August 2010.

Through our links with the City of London, we have been able to lend Nightingale's casket containing her Freedom of the City of London to the Guildhall for the end of 2009 and throughout 2010. Granted on 13 February 1908, Honorary Freedom is the highest honour the City of London can bestow. Rather than the usual golden casket, Nightingale chose a cheaper wooden casket and requested a donation be made to charity.

MLA awarded us the status of "pending Accreditation" due to the museum's closure. The scheme sets nationally agreed standards for museums in the UK. There are currently over 1800 museums participating in the Scheme, demonstrating their commitment to managing collections effectively for the enjoyment of all communities. We anticipate being fully accredited when we re-open in May 2010.

Kirsteen Nixon attained her AMA at the end of 2009. This is a highly respected professional qualification, awarded following a two year programme of CPD and we offer her our congratulations.

Learning

Katie's outreach and community work has been impressive this year and as a result she has been particularly successful during 2009 in finding and securing grants for our learning and outreach work. The London Eye Community Chest awarded £2,470 to fund an outreach programme providing over 150 young people in the locale with first aid training delivered by the Red Cross. Speakers from the Guy's and St Thomas' hospital staff enriched the sessions by talking about their work and participants were able to visit the Florence Nightingale Museum for free.

A further £1,000 was given under the Young Cultural Creators scheme (working with Cotelands PRU, Rommi Smith and Lambeth Library Service) and £1,000 for Campaign ! an initiative led by the British Library encouraging young people to develop a campaign of importance to them. MLA London provided £2,500 to enable us to work with a marketing specialist to develop a campaign that will attract GCSE teachers to bring their schools to the new museum.

Our biggest coup was to be selected for London World City a Cultural Olympiad project and to be awarded a grant of £20,000. London World City will be delivered by four groups of museums called clusters. At the core of each cluster is a cluster lead, a museum from the London Museums Hub who will work with other collections, youth and community groups to rethink, rediscover and reinterpret London's world stories – in our case the London Transport Museum. Each cluster will focus on a different theme which relates to an aspect of London's history of international contact and influence. In addition to the Hub museum, each cluster will be made up of five other non national museums from Greater London. The cluster partners were recruited through an open application process by a selection panel made up of senior managers from cluster lead museums, the head of Renaissance London, an MLA London representative and a Museum Development Officer for approval by the Stories of the World board. We will work with young people at Blackfriars Settlement, Southwark to create an audio tour for the new museum based on the theme of journeys launching in March 2011.

THE FLORENCE NIGHTINGALE MUSEUM TRUST
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Katie too has been closely involved in preparations for closing and re-opening the museum. She devised and piloted an outreach session for schools entitled “Flo on the Road”. Levels of interest were high with enquiries from as far away as Devon. Our target was to achieve 10 bookings during the closure and we delivered over 60 as far away as Coventry and Ipswich.

Retail, Visitor Services and PR

Sadly, Alexandra Haynes decided to leave the post of Retail Manager after just five months which coincided with the museum’s closure. Catherine McGregor began in the post of Retail Manager on 8 February 2010. Thanks must go to the Imperial War Museum staff who were so helpful in the two rounds of interviews. Catherine has been in a similar post at our neighbours, Dali Universe, for the past five years. Among her first tasks will be to recruit a new front of house team as well as sourcing and securing stock for the new shop.

One of the new products we have been working on with a company called Sound Map is a downloadable tour of sites across Mayfair and central London which Nightingale knew. The tour also features interviews with Eileen Sills, Mark Bostridge and Professor Christine Hallett.

2010 – Centenary Year

Preparations to celebrate 2010, the centenary of Florence Nightingale’s death were put in place across the country during the year with the museum at the heart of a working group to provide some co-ordination.

As 2010 started, the Royal Mint launched a new £2 coin to mark the occasion and Guy’s and St Thomas’ launched its “Year of the Nurse and Midwife” also. Highlights include the annual service at Westminster Abbey with Archbishop Tutu giving the address, a conference at Embley Park and a “Fete for Florence” at Claydon House.

Staff

Caroline Worthington	Director
Kirsteen Nixon	Collections Manager
Katie Edwards	Learning & Access Manager
Alexandra Haynes	Retail Manager (left July 2009)
Catherine McGregor	Retail Manager (joined February 2010)
Peter Boyse	Accounts Clerk

Our weekend team is:

Ho-Yun Do
Andrea Fernandes
Sarah Nazarko

The museum’s work is supported by a small, but dedicated, team of volunteers whose warm reception and enthusiasm is appreciated by our visitors.

Trustees' Activities

The Board participated in the Springboards programme, thanks to MLA London. Springboards is a board development programme for independent museums in London, supported by MLA London and the London Museums Hub. The Springboards programme provides an opportunity for members of governing bodies and museum managers to take time away from day-to-day operational work to think more strategically about their museum's future development. Consultant, Rachel Hunter, facilitated the sessions which explored the roles and responsibilities of trustees and succession planning.

The museum's long term future and sustainability – beyond the re-opening - continues to be discussed by the Board at its quarterly meetings.

Under the guidance of the Treasurer, an internal audit on financial policies and procedures was undertaken by the Guy's and St Thomas' finance department. The report proved to be positive with a brief action plan to be carried out.

As ever, the Trustees are also very grateful to the staff and volunteers who so ably provide the required professionalism for the museum and to the Friends of the Florence Nightingale Museum for their continued support.

FINANCIAL REVIEW AND FUTURE DEVELOPMENTS

In accordance with Charity Commission guidance the Trustees have agreed a reserves policy based on a realistic assessment of their reserves needs. It is not their policy to build up resources by retaining funds as a matter of habit. Any annual surpluses made are held to provide a prudent provision for costs both foreseen, and unforeseen, which may be incurred in the future.

Maintenance of Reserves

The Trustees will aim to maintain appropriate reserves in the future by careful budgeting and monitoring of income and expenditure.

Review of the Policy

Once the new-look Museum is open it is the Trustees intention to review the reserves policy annually.

RELATED PARTIES AND CONNECTED ORGANISATIONS

The Florence Nightingale Museum is located within the site of St. Thomas' Hospital. The Guy's and St Thomas' NHS Foundation Trust is represented by a Trustee but it does not have powers to nominate Trustees.

During the year the Guy's and St. Thomas' Charity made a loan to the Trust of £200,000. This loan has no agreed repayment terms at the date of signing this report.

TRUSTEES' RESPONSIBILITIES

The Trustees are responsible for preparing the annual return and the financial statements in accordance with applicable law and regulations.

THE FLORENCE NIGHTINGALE MUSEUM TRUST
(A company limited by guarantee)

Company law applicable to incorporated charities in England and Wales requires the Trustees, who are also directors for the purposes of company law, to prepare financial statements for each financial period. Under that law, the Trustees have elected to prepare the financial statements in accordance with United Kingdom Accountancy Standards and applicable law.

The financial statements are required to give a true and fair view of the state of the Charity's financial activities during the year, and of its financial position at the end of the year. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements 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 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 Charity and to enable them to ensure that the financial statements comply with the Companies Act 2006 and the Charities Act 1993. 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.

STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS

So far as the Trustees are aware, there is no relevant audit information of which the company's auditors are unaware, and each Trustee has taken all the steps that ought to have been taken as a Trustee in order to make themselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

GUARANTORS

The Trustees are the Members of the Company which is limited by guarantee. In the event of winding up, the liability of members is limited to £1.

AUDITORS

Messrs Crouch Chapman have indicated their willingness to continue in office and a resolution for their re-appointment will be proposed at the Annual General Meeting on 8th September 2010.

SMALL COMPANIES EXEMPTION

The above report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Principal address and Registered Office:

Gassiot House
2 Lambeth Palace Road
London SE1 7EW

GEOFFREY SHEPHERD
Chairman

THE FLORENCE NIGHTINGALE MUSEUM TRUST
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INDEPENDENT AUDITORS' REPORT
TO THE MEMBERS OF THE FLORENCE NIGHTINGALE MUSEUM TRUST

We have audited the financial statements of The Florence Nightingale Museum Trust for the year ended 31st March 2010 on pages 13 to 23. These financial statements have been prepared under the accounting policies set out on pages 15 and 16 and the requirements of the Financial Reporting Standard for Smaller Entities.

This report is made solely to the Company's members, as a body, in accordance with S.495 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the Company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Company and the Company's members as a body, for our audit work, for this report or for the opinions we have formed.

Respective Responsibilities of Trustees and Auditors

The responsibilities of the Trustees, who are also directors of The Florence Nightingale Museum Trust, for the preparation of the annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), are set out in the Statement of Trustees' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and statutory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 2006. We also report to you whether, in our opinion, the Report of the Trustees is consistent with the financial statements.

We also report to you if the charitable company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding Trustees' remuneration and transactions with the charitable Company is not disclosed.

We read the Report of the Trustees and consider the implications for our report if we become aware of any apparent misstatements within it.

Basis of Audit Opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) 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.

THE FLORENCE NIGHTINGALE MUSEUM TRUST
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INDEPENDENT AUDITORS' REPORT
TO THE FLORENCE NIGHTINGALE MUSEUM TRUST
- continued

Opinion

In our opinion:

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities, of the state of the charitable company's affairs as at 31st March 2010 and of its incoming resources and application of resources in the year then ended;
- the financial statements have been properly prepared in accordance with the Companies Act 2006; and
- the information provided in the Trustees' Report is consistent with the financial statements.

62 Wilson Street
London EC2A 2BU

NICHOLAS HEATH MA ACA
(Senior Statutory Auditor)
for and on behalf of
CROUCH CHAPMAN
Chartered Accountants
Statutory Auditors

THE FLORENCE NIGHTINGALE MUSEUM TRUST
(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31ST MARCH 2010

Income and Expenditure	Notes	Restricted £	Unrestricted £	Endowment £	Total Year Ended 31 March 2010 £	Total Period Ended 31 March 2009 £
Incoming resources						
Donations, legacies and similar Activities in furtherance of the Charity's objects:	2	840,743	584	-	841,327	208,035
Museum operation	3	-	109,649	-	109,649	249,364
Education income	4	-	34,990	-	34,990	44,880
Collection management	5	-	5,490	-	5,490	1,805
Activities to generate funds	6	275	2,316	-	2,591	6,452
Investment income		-	1,814	-	1,814	5,826
Total incoming resources		<u>841,018</u>	<u>154,843</u>	<u>-</u>	<u>995,861</u>	<u>516,362</u>
Costs of generating funds:						
Fundraising and publicity		(9,869)	(31,961)	-	(41,830)	(40,726)
Net incoming resources available for application		<u>831,149</u>	<u>122,882</u>	<u>-</u>	<u>954,031</u>	<u>475,636</u>
Charitable expenditure						
Museum operation		4,614	95,380	-	99,994	166,359
Education		12,037	47,005	-	59,042	50,835
Collection management		10,909	17,791	-	28,700	45,752
Capital project		545,917	84,987	-	630,904	32,859
Governance		44	22,043	-	22,087	27,652
Total charitable expenditure		<u>573,521</u>	<u>267,206</u>	<u>-</u>	<u>840,727</u>	<u>323,457</u>
Total resources expended	7	<u>583,390</u>	<u>299,167</u>	<u>-</u>	<u>882,557</u>	<u>364,183</u>
Net income/(expenditure) for the year before other recognised gains and losses	8	257,628	(144,324)	-	113,304	152,179
Realised gain on investments		-	-	736	736	-
Unrealised loss on investments		-	-	-	-	(30)
Net movement in funds (being net income/expenditure for the year)		<u>257,628</u>	<u>(144,324)</u>	<u>736</u>	<u>114,040</u>	<u>152,149</u>
Fund balances at 1 st April 2009		140,350	193,879	22,725	356,954	204,805
Fund balances at 31st March 2010		<u><u>397,978</u></u>	<u><u>49,555</u></u>	<u><u>23,461</u></u>	<u><u>470,994</u></u>	<u><u>356,954</u></u>

The statement of financial activities includes all recognised gains and losses recognised in the year and all incoming and expended resources derive from continuing activities.

THE FLORENCE NIGHTINGALE MUSEUM TRUST
(A company limited by guarantee)

BALANCE SHEET
AS AT 31ST MARCH 2010

	Notes	31 st March 2010		31 st March 2009	
		£	£	£	£
FIXED ASSETS					
Tangible assets	11		621,245		97,051
Investments	12		-		22,725
			<u>621,245</u>		<u>119,776</u>
CURRENT ASSETS					
Stock	1	9,797		12,639	
Debtors	13	77,960		16,003	
Short term deposits		53,072		169,591	
Cash at bank and in hand		214,693		60,895	
			<u>355,522</u>	<u>259,128</u>	
CREDITORS					
Amounts falling due within one year	14	(505,773)		(21,950)	
NET CURRENT (LIABILITIES)/ASSETS					
			<u>(150,251)</u>	<u>237,178</u>	
NET ASSETS					
	15		<u>470,994</u>	<u>356,954</u>	
FUNDS					
Endowment fund			23,461	22,725	
Restricted funds			397,978	140,350	
Unrestricted funds:					
Designated funds			9,209	150,782	
General funds			40,346	43,097	
TOTAL FUNDS					
	16		<u>470,994</u>	<u>356,954</u>	

The financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective 2007).

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) TRUSTEES
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Approved by the Trustees on

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2010

1. Accounting Policies

- a) The financial statements have been prepared under the historical cost convention (except for investments which are included at revalued amounts) and in accordance with the Financial Reporting Standard for Smaller Entities (effective 2007). They follow the recommendations in the Statement of Recommended Practice, Accounting and Reporting by Charities (issued in March 2005) and the Companies Act 2006.
- b) The going concern of the Charity is dependant on the support of the Guy's and St. Thomas' Charity, a major partner and funder. At the date of signing the accounts there is a shortfall in the funding of the Charity's Inspiring Change project. A loan from the Guy's and St. Thomas' Charity of £200,000 (note 14) was granted to bridge this shortfall. The Trustees' are in discussions with the Guy's and St Thomas' Charity to convert all, or part of, the loan to a grant. The outcome of these discussions will affect the future fundraising activities of the charity.
- c) Grants are recognised in full in the statement of financial activities in the period in which they are receivable.
- d) Grants for the purchase of fixed assets are credited to restricted incoming resources when receivable. Depreciation of fixed assets purchased with such grants is charged against the restricted fund, unless the assets are used for the general purpose of the charity in which case the assets are transferred to the unrestricted funds.
- e) Voluntary income is received by way of donations and gifts and is included in full in the statement of financial activities when receivable. Intangible income is recognised as an incoming resource where the provider of the service has incurred a financial cost. Volunteer time is not included in the financial statements.
- f) Stocks represent finished goods for resale, and are stated at the lower of cost and net realisable value. In general, cost is determined on a first in first out basis and includes transport and handling costs. Net realisable value is the price at which stocks can be sold in the normal course of business after allowing for the costs of realisation.
- g) Investments held as fixed assets consist of common investment funds and are revalued at mid-market value at the balance sheet date. The gain or loss for the period is taken to the statement of financial activities.
- h) Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.
- i) Resources expended are allocated to the particular activity where the cost relates directly to that activity. However, the cost of overall direction and administration of each activity, comprising the salary and overhead costs of the central function, is apportioned based on an estimate of staff time attributable to each activity.

NOTES TO THE FINANCIAL STATEMENTS

- continued

1. Accounting Policies - continued

j) Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Fixtures & fittings	lower of the remaining lease term or 10 years on a straight line basis
Office Equipment	4 years straight line basis

During the year there was a change in method used to depreciate fixtures and fittings from 6.67% reducing balance basis to the lower of the remaining lease term or 10 years, on a straight line basis. This is deemed to be a more prudent method of depreciating the fixtures and fittings.

Items of equipment are capitalised where the purchase price exceeds £5,000. Depreciation costs are allocated on the basis of the use of the related assets in those activities. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use.

k) Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund together with a fair allocation of management and support costs.

l) Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity.

m) Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

n) The costs of generating funds relate to the costs incurred by the charitable company in raising funds for the charitable work.

2. Donations, grants, legacies and similar incoming resources

	Restricted	Unrestricted	Total Year Ended 31 March 2010	Total Period Ended 31 March 2009
	£	£	£	£
Donations	-	584	584	3,523
Grants	14,771	-	14,771	26,940
Legacies	-	-	-	1,000
Inspiring change	825,972	-	825,972	176,572
	<u>840,743</u>	<u>584</u>	<u>841,327</u>	<u>208,035</u>

THE FLORENCE NIGHTINGALE MUSEUM TRUST
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
- continued

3. Museum operation

	Restricted	Unrestricted	Total Year Ended 31 March 2010	Total Period Ended 31 March 2009
	£	£	£	£
Admissions	-	74,383	74,383	157,451
Shop sales	-	35,266	35,266	91,913
	-	109,649	109,649	249,364

4. Education

	Restricted	Unrestricted	Total Year Ended 31 March 2010	Total Period Ended 31 March 2009
	£	£	£	£
School admissions	-	11,245	11,245	38,970
International Education/Tours	-	-	-	1,880
Outreach Education Income	-	23,745	23,745	4,030
	-	34,990	34,990	44,880

5. Collection management

	Restricted	Unrestricted	Total Year Ended 31 March 2010	Total Period Ended 31 March 2009
	£	£	£	£
Reproduction rights	-	5,490	5,490	1,805

6. Activities to generate funds

	Restricted	Unrestricted	Total Year Ended 31 March 2010	Total Period Ended 31 March 2009
	£	£	£	£
Instant Sunshine Concert	275	-	275	4,330
Fundraising Income	-	-	-	2,122
M. Bostridge talk	-	478	478	-
Miscellaneous income	-	1,838	1,838	-
	275	2,316	2,591	6,452

THE FLORENCE NIGHTINGALE MUSEUM TRUST
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

- continued

7. Total resources expended

	Fundraising and Publicity	Museum Operations	Education	Collection Manag't	Inspirng Change Project	Manag't and Admin.	Year Ended 31 March 2010	Period Ended 31 March 2009
	£	£	£	£	£	£	£	£
Staff costs (note 9)	17,261	55,102	25,891	15,269	11,870	7,383	132,776	166,813
Staff training	125	399	187	111	86	53	961	4,219
Recruitment costs	-	1,361	-	-	-	-	1,361	-
Shop purchases	-	22,238	-	-	-	-	22,238	45,025
Irrecoverable VAT	-	2,999	-	-	-	-	2,999	7,975
Education	-	-	5,872	-	-	-	5,872	4,344
Outreach education costs	-	-	11,178	-	-	-	11,178	-
Collection management	-	-	-	125	-	-	125	18,334
Publicity and promotion	11,992	-	-	-	-	-	11,992	9,505
Website expenses	-	980	-	-	-	-	980	13,104
Fundraising expenses	-	-	-	-	1,344	-	1,344	491
Printing and stationery	299	955	449	265	206	128	2,302	3,188
Telephone and postage	327	1,042	490	289	225	140	2,513	3,583
Computing	299	956	449	265	206	128	2,303	12,263
Repairs and renewals	-	-	-	-	-	-	-	920
Premises costs	500	1,598	751	443	344	214	3,850	9,019
Office/Museum equipment	-	43	-	-	-	-	43	616
Inspirng Change project costs	-	-	-	-	462,817	-	462,817	10,048
Insurance	-	-	-	-	-	7,384	7,384	8,059
Travel	105	335	158	93	72	45	808	2,459
Exhibition	-	3,710	-	-	-	-	3,710	-
Trustees expenses	-	-	-	-	-	47	47	1,080
Bad debts expense	-	759	-	-	-	-	759	125
Audit and accounts	-	-	-	-	-	4,490	4,490	5,140
Legal fees	-	-	-	-	-	-	-	1,006
Depreciation	-	-	-	-	68,438	1,205	69,643	17,158
Loss on disposal of fixed assets	-	-	-	-	84,987	-	84,987	-
Banking costs	449	1,434	674	397	309	192	3,455	5,186
Restricted project costs	9,869	4,614	12,037	10,909	-	44	37,473	-
Miscellaneous	604	1,469	906	534	-	634	4,147	14,523
	<u>41,830</u>	<u>99,994</u>	<u>59,042</u>	<u>28,700</u>	<u>630,904</u>	<u>22,087</u>	<u>882,557</u>	<u>364,183</u>

THE FLORENCE NIGHTINGALE MUSEUM TRUST
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
- continued

8. Net incoming/(outgoing) resources for the period

	Year Ended 31 March 2010 £	Period Ended 31 March 2009 £
This is stated after charging:		
Depreciation	69,643	17,158
Trustees' reimbursed expenses	47	1,080
Auditors' remuneration		
- Audit fees	3,600	3,500
- Other services – payroll/business plan support	890	1,640
	<u> </u>	<u> </u>

Trustees' expenses represent the cost of meetings held during the period.

9. Staff costs and numbers

	Year Ended 31 March 2010 £	Period Ended 31 March 2009 £
Salaries and wages	121,387	154,140
Social security costs	11,389	12,673
	<u> </u>	<u> </u>
	<u>132,776</u>	<u>166,813</u>

No employee earned more than £60,000 during the period.

	Number	Number
The average weekly number of full-time employees during the period was:	<u> </u> 5	<u> </u> 5

10. Taxation

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

THE FLORENCE NIGHTINGALE MUSEUM TRUST
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
- continued

11. Tangible fixed assets

	Fixtures & Fittings £	Office Equipment £	Total £
COST			
At 1 st April 2009	315,976	42,080	358,056
Additions	675,127	3,697	678,824
Disposals	(307,226)	(37,260)	(344,486)
	<hr/>	<hr/>	<hr/>
At 31 st March 2010	683,877	8,517	692,394
	<hr/>	<hr/>	<hr/>
DEPRECIATION			
At 1 st April 2009	222,239	38,766	261,005
Charge for the period	67,513	2,130	69,643
Disposals	(222,239)	(37,260)	(259,499)
	<hr/>	<hr/>	<hr/>
At 31 st March 2010	67,513	3,636	71,149
	<hr/>	<hr/>	<hr/>
NET BOOK VALUE			
At 31 st March 2010	616,364	4,881	621,245
	<hr/>	<hr/>	<hr/>
At 31 st March 2009	93,737	3,314	97,051
	<hr/>	<hr/>	<hr/>

All tangible fixed assets are used to fulfil the Charity's objects.

There were no proceeds on the disposal of fixed assets.

12. Investments and unrealised gains and losses

	Year Ended 31 March 2010 £	Period Ended 31 March 2009 £
Market value at 1 st April 2009	22,725	22,755
Unrealised loss	-	(30)
Realised gain	736	-
	<hr/>	<hr/>
Disposal of investments	23,461 (23,461)	22,725 -
	<hr/>	<hr/>
Market value at 31 st March 2010	-	22,725
	<hr/>	<hr/>
Historical cost	-	22,522
	<hr/>	<hr/>

THE FLORENCE NIGHTINGALE MUSEUM TRUST
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
- continued

13. Debtors

	Year Ended 31 March 2010 £	Period Ended 31 March 2009 £
Trade debtors	11,174	11,627
Gift Aid	282	695
Other debtors	64,085	929
Prepayments	2,419	2,752
	<u>77,960</u>	<u>16,003</u>

14. Creditors

	Year Ended 31 March 2010 £	Period Ended 31 March 2009 £
Amounts falling due within one year:		
Trade creditors	270,578	15,781
Accruals	35,195	4,524
VAT owed	-	1,645
Other creditors	200,000	200,000
	<u>505,773</u>	<u>21,950</u>

Included within other creditors is a loan from Guy's and St. Thomas' Charity amounting to £200,000. This loan has no agreed repayment terms and is therefore shown as a current liability.

15. Analysis of net assets between funds

	Endowment £	Restricted £	General £	Total £
Tangible fixed assets	-	621,245	-	621,245
Net current liabilities	23,461	(223,267)	49,555	(150,251)
Net assets at 31 st March 2010	<u>23,461</u>	<u>397,978</u>	<u>49,555</u>	<u>470,994</u>

THE FLORENCE NIGHTINGALE MUSEUM TRUST
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

- continued

16. Movements in funds	As At 01.04.09 £	Incoming Resources £	Outgoing Resources £	Gain/Loss on Transfers £	Investment £	As At 31.03.10 £
Endowment fund	22,725	-	-	-	736	23,461
Restricted funds:						
Inspiring Change	112,406	825,816	(554,456)	-	-	383,766
2010 Fund	19,902	-	(7,875)	-	-	12,027
Lea Hurst Fund	559	-	(559)	-	-	-
Conservation Fund	676	430	(43)	-	-	1,063
MLA – Their Past Grant	5,947	2,250	(5,369)	-	-	2,828
MLA – Vox Pop Grant	90	-	(90)	-	-	-
MLA – Storytelling	75	-	(75)	-	-	-
MLA – Disaster Box	30	-	(30)	-	-	-
MLA – Collection Care	-	900	(900)	-	-	-
MLA – YCC	-	967	(669)	-	-	298
MLA – Campaign Project	-	1,000	(926)	-	-	74
MLA – Campaign: Learning Links	-	341	(573)	-	-	(232)
MLA – Trustees’ Awayday	-	27	(27)	-	-	-
MLA – Springboard	-	44	(44)	-	-	-
London Eye Community Chest	-	2,223	(2,095)	-	-	128
20 th Century London	-	1,720	(1,271)	-	-	449
Engage Kids in Art Day	-	50	(50)	-	-	-
Shared Arts Day	-	2,000	(1,696)	-	-	304
AIM Conservation Fund	-	750	-	-	-	750
Marketing Grant	-	2,500	(1,994)	-	-	506
World Cities	-	-	(110)	-	-	(110)
GSTC Art Grant	-	-	(2,308)	-	-	(2,308)
The Pilgrim Trust	-	-	(2,230)	-	-	(2,230)
Outreach Project	665	-	-	-	-	665
Total restricted funds	140,350	841,018	(583,390)	-	-	397,978
Unrestricted funds:						
Designated Funds:						
Capital project contingency	43,422	-	-	(34,213)	-	9,209
Project development costs	10,309	-	-	(10,309)	-	-
Fixtures and fittings	93,737	-	-	(93,737)	-	-
Office equipment	3,314	-	-	(3,314)	-	-
	150,782	-	-	(141,573)	-	9,209
General funds	43,097	154,843	(157,594)	-	-	40,346
Total unrestricted funds	193,879	154,843	(157,594)	(141,573)	-	49,555
Total funds	356,954	995,861	(740,984)	(141,573)	736	470,994

NOTES TO THE FINANCIAL STATEMENTS
- continued

16. Movements in funds - continued

Endowment Fund – Capital

This is permanent capital income fund. Investment income generated by this fund is applied for the purpose of meeting the trust's charitable objectives. The investment was sold during the year and held as cash at the year end.

Purposes of restricted funds:

Inspiring Change

The Inspiring Change appeal has raised funds for the redevelopment of the Museum.

2010 Fund

The 2010 Fund formerly the Mary Seacole Fund is to be used for the production of events and activities in 2010, the centenary year of Florence Nightingale's death.

Friend's Education Grants

Funds given by The Friends of the Florence Nightingale Museum to support educational projects.

STH Physiotherapists Fund

Funds given by the retired physiotherapists of St Thomas' Hospital in support of conservation. The balance remaining has been transferred to the Conservation Fund.

Lea Hurst Fund

Money raised by Pat Smedley for a project about Florence Nightingale's Derbyshire background was utilised in the year.