

THE COASTAL FORCES HERITAGE TRUST

Charity Number: 1044933

Registered Company Number: 02983847 (Limited by guarantee)

Annual Report and Financial Statements
for the
Year ended 31st October 2021

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The Trustees (who are also Directors of the Company for the purposes of company law) present their report together with the financial statements for the year ended 31st October 2021.

REFERENCE and ADMINISTRATIVE INFORMATION

Charity Name:	The Coastal Forces Heritage Trust
Charity number:	1044933 (England and Wales)
Company number:	2983847 (England and Wales)
Registered office and Principal address:	The National Museum of the Royal Navy HM Naval Base (PP66) Portsmouth, Hampshire PO1 3NH
Website address:	http://www.coastal-forces.org.uk

Trustees:

Vice Admiral Sir Paul Haddacks KCB Chairman

Mr Alan Watson OBE Vice Chairman

Commander Rodney Agar RN
Chief Petty Officer Aurora Allan RN
Commander Robert Bosshardt RN
William Dreyer Esq
Commander Andrew Gordon-Lennox RN
Commander Rupert Head RN
Antony Hichens Esq
Captain Christopher Morrison RN
Captain Trevor Robotham RN

Director & Secretary Captain S J J Haill RN (Appointed 6 April 2016)

STRUCTURE, GOVERNANCE and MANAGEMENT

The Charity's governing document is its Memorandum and Articles of Association incorporated 27th October 1994 as amended by Special Resolution adopted 5th May 1995.

It is governed by its Board of Trustees. Trustees are appointed by the Board in a general meeting.

The management of the charity is vested in its board of trustees headed by the Chairman which meets regularly as necessary and is assisted by professional help in the fields of project development and administration. When deemed necessary Trustees are recruited after being identified by the Board as having the skills, contacts and other attributes which will help the charity in the furtherance of its objectives and activities.

During this period the Chairman stood back from Trust business for personal reasons. The Vice Chairman assumed the duties of Chairman until the end of the reporting period.

OBJECT and ACTIVITIES

The Charity's objectives are as stated in its Governing Document, being the advancement of the education of the public in the history of Coastal Forces by the restoration, preservation and permanent display, for public benefit, of Coastal Forces craft together with relevant artefacts, records and memorabilia relating to such craft.

In furtherance of this the Trust supports Coastal Forces Veterans and historic craft.

STATEMENT of PUBLIC BENEFIT

The Coastal Forces Museum opened to members of the public on 6th October 2021. This Museum will fulfil three significant and relevant functions: firstly, to commemorate the memory of those brave citizen sailors of the Royal Naval Volunteer Reserve (RNVR) and "Hostilities Only" ratings who rallied in great numbers to the defence of their Nation in WW II: secondly to inform and educate young people about what previous generations achieved and: thirdly to provide a conduit for local employment and investment within a challenging part of Hampshire. The Museum will commemorate the past whilst being relevant to the present and future.

The Trustees have had regard for the Charity Commission's public benefit guidance. In summary the museum will benefit the Public as follows:

- The advancement of education, by promoting knowledge about the contribution of Coastal Forces to Allied success in two world wars
- The advancement of heritage, by preserving artefacts and information about the contribution of Coastal Forces to Allied success in two world wars, and working towards the creation of a Coastal Forces Museum
- The promotion of the efficiency of the armed forces of the Crown by researching the history of Coastal Forces of the Royal Navy, by publishing materials about Coastal Forces and providing a means which enables serving and former members of the Royal Navy to mix together.
- A permanent Museum to facilitate the above.

The Museum opened to members of the General Public on 6 October 2021. It has already made a favourable impact upon people and the visitor feedback has been most positive. The future public benefit will include groups of people of all ages and ethnic origin.

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Affiliations

The period under report has continued to be one of consolidation for the Trust. The Trust has continued to maintain a professional relationship between our principal partners for the Exhibition – namely the National Museum of the Royal Navy (NMRN) and the Portsmouth Naval Base Property Trust (PNBPT). A number of formal Working Group meetings have taken place throughout the reporting period.

The Old Mine Storage Building located at Priddy's Hard, Gosport, is the permanent home for the Coastal Forces Exhibition. The restoration of the building being part of a major development of the Priddy's Hard Armament Depot site, under the direction of the PNBPT. The actual Coastal Forces Exhibition itself will be developed and maintained by the NMRN in partnership with the CFHT.

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Much of the work in taking forward the exhibition has taken place behind the scenes throughout the reporting period. The refurbishment of P building was completed in the summer of 2020.

The actual design of the museum structure and its content made useful progress throughout the period. This was undertaken by both Studio MB and the NMRN. By the end of the reporting period the design of all the static displays and their content had been completed. Inevitably COVID 19 has impacted upon this work.

Other Historic Craft

The Trust continues to provide general advice and support to the PNBPT on the operation and maintenance of its historic fleet of Coastal Forces Craft.

Other Activities

Additional activity has been severely curtailed by the effects of the national lockdown.

LIBOR Fund Bid

The LIBOR Fund bid was successful in 2017 and the Trust received £925K for the development and establishment of the CFHT Museum; within the year under review and preceding years, the majority of the total sum has been expended, and the Trustees expect the final balance to be settled within the subsequent Financial Year.

The Veterans

The Coastal Forces Veterans Association (CFVA) National Organisation was disbanded several years ago, however some of the Branches continue to meet and provide a source of mutual support and comradeship.

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The production of the printed version of bi-annual publication has now ceased. Production/postage costs had become too great to justify its distribution for very little return. In future communication will be via email and the CF website.

The Website

The website has been upgraded and redesigned. In future it will be the principal means of engaging with supporters and interested individuals.

Risk Management

The Trustees are conscious of the advice contained in The Charity Commission Document (CC26) Page 10 Paragraph 33.3. The CFHT falls under the category of a Smaller Charity where the annual income is below the statutory audit threshold. Notwithstanding this, in the interests of maintaining a policy of “good practice”, ongoing development of the Risk Management Plan will be undertaken routinely.

FINANCIAL REVIEW

The result for the financial year shows a deficit for the year of £211,724. Adjusted surplus for the year (excluding Donations from Reserved funds) is £50,276, in line with Trustee expectations.

Total Reserved Funds stands at £92,743

Direct costs have decreased in the year, totalling £5,430 compared with £6,298 in the previous year; this is despite the increased charges incurred for the newsletter mailings. Indirect Costs/ Overheads have similarly reduced in the year, from the prior year total of £19,126 to £18,882, as a result of the on-going COVID pandemic circumstances and a reduced requirement for travel. Donations made by the Trust increased to £262,000 versus the previous year's figure of £213,713; again, this is in line with Trustee expectations and scheduled payments against the museum project progress stages, which had been adversely affected by the COVID pandemic

The remaining funds reserved for the museum project are expected to be exhausted with the completion of the museum project; the Trustees will undertake a review of costs, donations made and, public benefit once final accounts are presented by the partners NMRN and PNBPT during the financial year to October 2022.

Closing year bank deposits stand at a total of £146,198 in comparison with prior year total of £361,567.

The CFHT has, subsequent to the period under review, received the sum of £300,000 for the creation of a permanent memorial on-site at the NMRN Coastal Forces Exhibition; the Trustees intend that this sum be classified as Designated Funding for the memorial project. It is to be noted that the funds received are not included within the Balance Sheet and Statement of Financial Activity, as at 31st October 2021, as they have been received in March 2022. The receipt of these funds therefore, relates to the subsequent Financial Period, and continuing program of the Trust.

Reserves Policy

The Trustees have examined the Charity's requirements for reserves in light of the risks to the organisation and consider that reserves should be held which would be sufficient to meet its working capital requirements for at least six months. However, reserves may exceed this level if no immediate opportunity to use the funds to achieve the charity's objective is available. At 31st October 2021 the Unrestricted Funds held were approximately equal to 200% of the charity's annual expenditure; this figure excludes the funds designated as reserved for the Museum Project.

Investment Policy

Most of the charity's funds are expected to be spent in the short term so no funds are available for long term investment. Having considered the few options available, the trustees have decided to retain its funds in cash, with any element in excess of three month's expected expenditure being held on short term deposit at slightly more favourable rates than are available on the charity's current account with Barclays bank.

This report, which has been prepared in accordance with the provisions of the Companies Act 2006 relating to small companies, was approved by the trustees on **21st June 2022** and signed on their behalf by:



Mr Alan Watson OBE
Acting Chairman

THE COASTAL FORCES HERITAGE TRUST

Charity Number: 1044933

Registered Company Number: 02983847 (Limited by guarantee)

BALANCE SHEET

as at 31st October 2021

Balance Sheet

	<i>Note</i>	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
Current Assets					
Debtors	4			£0	£0
Cash at Bank	5	£56,391	£92,743	£149,134	£361,567
		£56,391	£92,743	£149,134	£361,567
Current Liabilities					
Creditors (falling due within one year)	6	£0	£0	£0	£707
		£0	£0	£0	£707
Net Current Assets		£56,391	£92,743	£149,134	£360,859
Net Assets		£56,391	£92,743	£149,134	£360,859
Funds of the Charity					
Retained Surplus B/F		£57,142	£303,713	£360,855	£574,929
Profit and Loss Current Year		(£751)	(£210,970)	(£211,721)	(£214,069)
		£56,391	£92,743	£149,134	£360,859
Total Funds		£56,391	£92,743	£149,134	£360,859

The trustees (who are also the directors of the company for the purposes of company law) confirm that for the year ended 31st October 2020:-

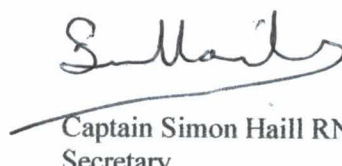
- The company was entitled to exemption from audit under section 477 of the Companies Act 2006 ("the Act"), and
- Members have not required the company to obtain an audit of its accounts for the period in question in accordance with section 476 of the Act.

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts were approved by the Trustees on **21st June 2022** and signed on their behalf by:-



Mr Alan Watson OBE
Acting Chairman



Captain Simon Haill RN
Secretary

THE COASTAL FORCES HERITAGE TRUST

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STATEMENT of FINANCIAL ACTIVITIES

for the year ended 31st October 2021

Profit and Loss

	<i>Note</i>	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
Incoming Resources					
Income from Generated Funds					
Voluntary Income	7	£9,529	£65,000	£74,529	£23,627
Investment Income		£33		£33	£1,256
Income from Charitable Activities	8	£26		£26	£185
Other Income		£0		£0	£0
		£9,588	£65,000	£ 74,588	£25,067
Resources Expended					
Costs of Generating Voluntary Income	9	£ 8,069		£8,069	£7,011
Fundraising Trading Costs	10	£275	£0	£275	£0
Cost of Charitable Activities	11	£4,793	£270,287	£275,080	£229,840
Governance Costs	12	£2,888		£2,888	£2,286
		£16,025	£270,287	£286,312	£239,137
Reconciliation of Funds					
Net Income / (Expenditure)		(£6,437)	(£205,287)	(£211,724)	(£214,070)
Transfers between Funds					£0
Net Movement in Funds		(£6,437)	(£205,287)	(£211,724)	(£214,070)
Total Funds Brought Forward		£56,429	£304,430	£360,859	£574,929
Total Funds Carried Forward		£56,391	£92,743	£149,134	£360,859

The Statement of Financial Activities includes all gains and losses recognised in the year. All incoming resources and resources expended derive from continuing activities.

The Statement of Financial Activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

The notes on pages 10 to 12 form an integral part of these financial statements for the benefit of the Trustees.

NOTES to the STATEMENT of FINANCIAL ACTIVITIES

Basis of Preparation

1.1. Basis of accounting

These accounts have been prepared on the basis of historic cost in accordance with:-

- 1.1.1. Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005 – Second Edition May 2008), and Financial and Reporting Standard for Smaller Entities (FRSSE) (Effective April 2008),
- 1.1.2. The Companies Act 2006.

2. Accounting Policies

2.1. Form of Financial Statements

2.1.1. Unrestricted Funds

Funds that may be used at the discretion of the trustees in furtherance of the objects of the charity.

2.1.2. Restricted Funds

Funds that may only be used for specific purposes. Restrictions arise when specified by the donor or when funds are raised for specific purposes.

2.2. Incoming Resources

2.2.1. Incoming Resources are recognised and included in the Statement of Financial Activities (SOFA) when the Charity becomes entitled to the resources, the trustees are virtually certain they will receive the incoming resources and the monetary value can be measured with sufficient reliability.

2.2.2. Where incoming resources have related expenditure (as with fundraising) the incoming resources and related expenditure are reported gross in the SOFA.

2.2.3. Bank interest is recognised when it is credited to the account.

2.3. Expenditure and Liabilities

2.3.1. Expenditure is accounted for on an accruals basis.

2.3.2. Liabilities are recognised as soon as there is a legal or constructive obligation to pay out resources.

2.3.3. Governance costs include an apportionment of consultants' fees and office overheads that reflect the relevant amount of time spent on such activities. Trustees with specific responsibilities in this field are all volunteers.

2.4. Assets

Tangible fixed assets are capitalised if they cost more than £1,000 and can be used for more than one year. They are valued at cost or, if gifted, at their value on receipt. The charity does not have any capitalised fixed assets.

2.5. Taxation

The charity is not liable to income or capital gains tax on its charitable activities.

Irrecoverable VAT is included in the asset cost or expense to which it relates.

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3. Transactions with trustees and related parties

No remuneration or expenses were paid or reimbursed to trustees or related parties.

4. Debtors

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
Gift Aid receivable	£0		£0	£0
Prepayments	£0		£0	£0

5. Cash at Bank

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
Bank Deposit account	£49,024	£92,743	£	£259,653
Bank Current account	£7,367		£	£101,912
	£56,391	£92,743	£149,134	£361,566

6. Creditors (falling due within one year)

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
Trade Creditors	£0		£0	£707
	£0		£0	£707

7. Voluntary Income

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
Donations	£7,003	£65,000	£	£21,721
Gift Aid	£2,276		£1,906	£1,906
Legacies	£250		£0	£0
	£9,529	£65,000	£74,529	£23,627

8. Income from Charitable Activities to generate funds

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
Sale of merchandise	£26		£26	£185

9. Apportioned Costs of generating voluntary income (See also Note 10 through 12)

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
Newsletter production costs	£5,430		£5,430	£4,548
Project consultancy	£2,137		£2,137	£0
Archive consultancy	£0		£0	£0
Bookkeeping	£280		£280	£764
Office rent and insurance	£0		£0	£0
Stationery, postage, etc	£24		£24	£0
Website	£198		£198	£0
Fundraising costs	£0		£0	£1,750
Other operating costs	£0		£0	£713
	£8,069		£8,069	£7,011

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10. Apportioned Fundraising trading costs

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
Newsletter production costs	£0		£0	£0
DVD film production costs	-		-	-
DVD interview costs	-		-	-
Bookkeeping	£0		£0	£0
Office rent and insurance	£205		£205	-
Stationery, postage, etc	£24		£24	£0
Website	£46		£46	£0
Other operating costs	£0		£0	£0
	£275		£275	£0

11. Apportioned Cost of Charitable Activities

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
Project consultancy	£2,238	£9,250	£11,488	£12,762
Archive consultancy	-		-	-
Bookkeeping	£273	£150	£423	£920
Office rent and insurance	£205		£205	£175
Stationery, postage, etc	£24		£24	£22
Website	£53		£53	£176
Other operating costs	£	£887	£887	£2,072
Charitable Donations and Grants	£2,000	£260,000	£262,000	£213,713
	£4,793	£270,287	£275,080	£229,840

12. Apportioned Governance Costs

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
Project consultancy	£2,340		£2,239	£1,594
Archive consultancy	-		-	-
Bookkeeping	£277		£277	£276
Office rent and insurance	£206		£206	£175
Stationery, postage, etc	£24		£24	£22
Website	£0		£0	£59
Other operating costs	£142		£142	£160
	£2,989		£2,989	£2,286

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Mr Alan Watson OBE
Acting Chairman

THE COASTAL FORCES HERITAGE TRUST

Charity Number: 1044933

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BALANCE SHEET

as at 31st October 2021

Balance Sheet

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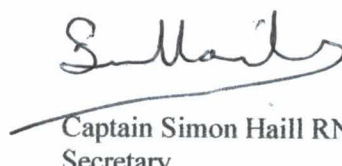
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- Members have not required the company to obtain an audit of its accounts for the period in question in accordance with section 476 of the Act.

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts were approved by the Trustees on **21st June 2022** and signed on their behalf by:-



Mr Alan Watson OBE
Acting Chairman



Captain Simon Haill RN
Secretary

THE COASTAL FORCES HERITAGE TRUST

Charity Number: 1044933

Registered Company Number: 02983847 (Limited by guarantee)

STATEMENT of FINANCIAL ACTIVITIES

for the year ended 31st October 2021

Profit and Loss

	<i>Note</i>	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
Incoming Resources					
Income from Generated Funds					
Voluntary Income	7	£9,529	£65,000	£74,529	£23,627
Investment Income		£33		£33	£1,256
Income from Charitable Activities	8	£26		£26	£185
Other Income		£0		£0	£0
		£9,588	£65,000	£ 74,588	£25,067
Resources Expended					
Costs of Generating Voluntary Income	9	£ 8,069		£8,069	£7,011
Fundraising Trading Costs	10	£275	£0	£275	£0
Cost of Charitable Activities	11	£4,793	£270,287	£275,080	£229,840
Governance Costs	12	£2,888		£2,888	£2,286
		£16,025	£270,287	£286,312	£239,137
Reconciliation of Funds					
Net Income / (Expenditure)		(£6,437)	(£205,287)	(£211,724)	(£214,070)
Transfers between Funds					£0
Net Movement in Funds		(£6,437)	(£205,287)	(£211,724)	(£214,070)
Total Funds Brought Forward		£56,429	£304,430	£360,859	£574,929
Total Funds Carried Forward		£56,391	£92,743	£149,134	£360,859

The Statement of Financial Activities includes all gains and losses recognised in the year. All incoming resources and resources expended derive from continuing activities.

The Statement of Financial Activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

The notes on pages 10 to 12 form an integral part of these financial statements for the benefit of the Trustees.

NOTES to the STATEMENT of FINANCIAL ACTIVITIES

Basis of Preparation

1.1. Basis of accounting

These accounts have been prepared on the basis of historic cost in accordance with:-

- 1.1.1. Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005 – Second Edition May 2008), and Financial and Reporting Standard for Smaller Entities (FRSSE) (Effective April 2008),
- 1.1.2. The Companies Act 2006.

2. Accounting Policies

2.1. Form of Financial Statements

2.1.1. Unrestricted Funds

Funds that may be used at the discretion of the trustees in furtherance of the objects of the charity.

2.1.2. Restricted Funds

Funds that may only be used for specific purposes. Restrictions arise when specified by the donor or when funds are raised for specific purposes.

2.2. Incoming Resources

2.2.1. Incoming Resources are recognised and included in the Statement of Financial Activities (SOFA) when the Charity becomes entitled to the resources, the trustees are virtually certain they will receive the incoming resources and the monetary value can be measured with sufficient reliability.

2.2.2. Where incoming resources have related expenditure (as with fundraising) the incoming resources and related expenditure are reported gross in the SOFA.

2.2.3. Bank interest is recognised when it is credited to the account.

2.3. Expenditure and Liabilities

2.3.1. Expenditure is accounted for on an accruals basis.

2.3.2. Liabilities are recognised as soon as there is a legal or constructive obligation to pay out resources.

2.3.3. Governance costs include an apportionment of consultants' fees and office overheads that reflect the relevant amount of time spent on such activities. Trustees with specific responsibilities in this field are all volunteers.

2.4. Assets

Tangible fixed assets are capitalised if they cost more than £1,000 and can be used for more than one year. They are valued at cost or, if gifted, at their value on receipt. The charity does not have any capitalised fixed assets.

2.5. Taxation

The charity is not liable to income or capital gains tax on its charitable activities.

Irrecoverable VAT is included in the asset cost or expense to which it relates.

THE COASTAL FORCES HERITAGE TRUST

Charity Number: 1044933

Registered Company Number: 02983847 (Limited by guarantee)

3. Transactions with trustees and related parties

No remuneration or expenses were paid or reimbursed to trustees or related parties.

4. Debtors

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
Gift Aid receivable	£0		£0	£0
Prepayments	£0		£0	£0

5. Cash at Bank

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
Bank Deposit account	£49,024	£92,743	£	£259,653
Bank Current account	£7,367		£	£101,912
	£56,391	£92,743	£149,134	£361,566

6. Creditors (falling due within one year)

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
Trade Creditors	£0		£0	£707
	£0		£0	£707

7. Voluntary Income

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
Donations	£7,003	£65,000	£	£21,721
Gift Aid	£2,276		£1,906	£1,906
Legacies	£250		£0	£0
	£9,529	£65,000	£74,529	£23,627

8. Income from Charitable Activities to generate funds

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
Sale of merchandise	£26		£26	£185

9. Apportioned Costs of generating voluntary income (See also Note 10 through 12)

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
Newsletter production costs	£5,430		£5,430	£4,548
Project consultancy	£2,137		£2,137	£0
Archive consultancy	£0		£0	£0
Bookkeeping	£280		£280	£764
Office rent and insurance	£0		£0	£0
Stationery, postage, etc	£24		£24	£0
Website	£198		£198	£0
Fundraising costs	£0		£0	£1,750
Other operating costs	£0		£0	£713
	£8,069		£8,069	£7,011

THE COASTAL FORCES HERITAGE TRUST

Charity Number: 1044933

Registered Company Number: 02983847 (Limited by guarantee)

10. Apportioned Fundraising trading costs

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
Newsletter production costs	£0		£0	£0
DVD film production costs	-		-	-
DVD interview costs	-		-	-
Bookkeeping	£0		£0	£0
Office rent and insurance	£205		£205	-
Stationery, postage, etc	£24		£24	£0
Website	£46		£46	£0
Other operating costs	£0		£0	£0
	£275		£275	£0

11. Apportioned Cost of Charitable Activities

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
Project consultancy	£2,238	£9,250	£11,488	£12,762
Archive consultancy	-		-	-
Bookkeeping	£273	£150	£423	£920
Office rent and insurance	£205		£205	£175
Stationery, postage, etc	£24		£24	£22
Website	£53		£53	£176
Other operating costs	£	£887	£887	£2,072
Charitable Donations and Grants	£2,000	£260,000	£262,000	£213,713
	£4,793	£270,287	£275,080	£229,840

12. Apportioned Governance Costs

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
Project consultancy	£2,340		£2,239	£1,594
Archive consultancy	-		-	-
Bookkeeping	£277		£277	£276
Office rent and insurance	£206		£206	£175
Stationery, postage, etc	£24		£24	£22
Website	£0		£0	£59
Other operating costs	£142		£142	£160
	£2,989		£2,989	£2,286

The Coastal Forces Heritage Trust, Year Ended October 31st 2021

Dear Sir

I have undertaken a review of the accounts and records of The Coastal Forces Heritage Trust, a registered charity (Number 1044933) for the year ended October 31st, 2021. The Charity is also a Company, limited by guarantee (Number 2983847); neither charity nor company is required to be audited under the provisions of Charity and Corporate statute, therefore for the purposes of this examination, Charity Commission Guidance CC32 has been utilised.

During this review approximately 70% of the transactions were reviewed and assessed; the data was then reconciled within the financial system, being SageOne cloud-based software; additionally, I examined and reconciled bank statements for all accounts held in the name of The Coastal Forces Heritage Trust.

The year in review showed donations from external and unrelated charitable organisations; the Trust confirmed that the source of these funds had been verified, formal receipts issued and, that the funds were recorded as either Reserved or Unreserved funds, subject to the terms of the original donation. Records pertaining to the donations from Hichens Charitable Settlement and the Charles Hayward Foundation were examined and the correct actions had been performed in each instance.

The sum of £261,000 has been donated to a total of three unrelated bodies – the National Museum of the Royal Navy, Portsmouth Naval Base Property Trust and, The Medusa Trust; a single donation to Mr Robert White of £1,000. Details relating to the donations were examined, including emails between the members of the CFHT Management Team and external bodies. A review of the Charity Commission details of public record was also performed to verify the destination organisations. The details pertaining to the donation for Mr Robert White were examined and confirmed.

The Trust demonstrated diligent and transparent financial management process and practices, with internal oversight, together with clear and demonstrable involvement of the Trustees and the Management Team, not only the Chairman or Secretary. Further, the Trust's Board of Trustees continues to improve internal processes in line with Charity Commission guidelines and regulations.

I have no concerns and, have not identified any matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached. There are no recommendations arising.

No liability or legal responsibility is accepted for the state of the financial statements as this assessment relates to an examination of best practice only and is not an audit. Therefore, no comment on the content of the statements is made or implied.

Yours faithfully

Ms S Thompson, AICB
28 Beaumont Rise
Fareham
PO15 6DA
26th July, 2022

