

Trustees' Annual Report for the period						
Period start date			To	Period end date		
Day 12	Month 03	Year 2021		Day 10	Month 02	Year 2022

Section A

Reference and administration details

Branch name

Weston-super-Mare (255)

(Referred to hereinafter as either the "Branch" or the "Charity")

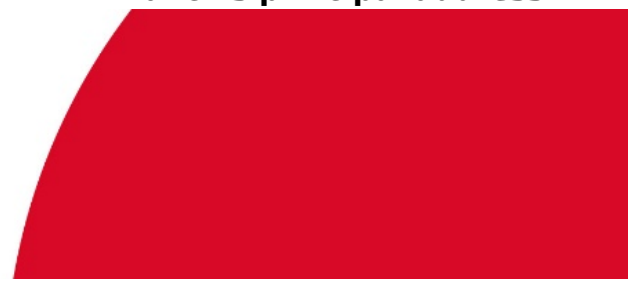
Other names / number Branch is known by

Eagle House

Registered charity number (if any)

1072121

Branch's principal address



Weston super Mare

North Somerset

Postcode
BS23 1QX

Names of the Branch charity trustees who manage the charity (generally known as the Branch Committee)

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mr I Norris MBE*	Branch Chairman	3 Years	*Trustees
2	Mr J Denman MBE*	Branch Vice Chairman	3 Years	
3	Mr A Neale*	Branch Treasurer	3 Years	
4	Mrs S Tubby*	Branch Secretary	3 Years	
5	Mr P Carrington*	Branch Membership	3 Tears	
6	Mr C Hewson BEM	President	1 year to go	
	Mr B Thorpe*	Trustee	3 Years	
7	Mr I Denman	Branch ATC Rep		

9	Mr P Follett	Branch Welfare Officer		
10	Mrs A Culpeck	Public Relations Officer		
11				
12				
13				
14				
15				
16				

Names of any other trustees for the Branch (for example, any custodian trustees in relation to branch property)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Branch Auditor	Mrs A Kerruish	2 Somerton, Monkton Avenue
		Weston-super-Mare
		BS24 9DA

Section B Structure, governance and management

Description of the branch's trusts

Type of governing document (e.g. trust deed, constitution)	Royal Charter, Rules, Byelaws, Area and Branch Governance Handbook of the Royal Air Forces Association.
How the Branch charity is constituted (e.g. trust, association, company)	Unincorporated association
Trustee selection methods (e.g. appointed by, elected by)	Elected by the branch membership

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees.
- the branch's organisational structure and any wider network with which the charity works;
- relationship with any related parties (including branch club);
- trustees' consideration of major risks and the system and procedures to manage them.

Charity's organisational structure

The Trustees continue to oversee the day to day running of the Branch and seek the views of Members. It has implemented several protection rules to ensure the safety of its members. The Trustees have met several times to discuss the financial health of the Branch.

Trustee induction and training

There have been several Training Virtual Meetings from HQ and the Chairman and Secretary have both attended these sessions. There was also a member at the Branch Funding session.

The charity is a branch of the Royal Air Forces Association which is a Royal Charter body and registered as a charity in England and Wales under number 226686 and in Scotland under SC037673 ("the Association"). The Association has many branches all of which share the same charitable object as the Association and are subject to the same constitution.

Related party relationships - The Branch with its own building is responsible for Renting out to our RAFA club, the Reginal Welfare team and SSAFA.

Risk management - Risk Assessments carried out 2004 and updated yearly.

Property Inventory - this has been a difficult task and is being updated continually.

Trustee Meetings - At one of the Trustee meetings held in July, we identified the Charity Policies that needed to be updated which included Safeguarding, Reserves, Data Protection, and Equality and Diversity. This has been documented in our Rules and Regulation fl

Section C

Objectives and activities

Summary of the objects of the branch set out in its governing document

To promote, through the comradeship engendered by its members, the welfare by charitable means of all serving and former members of Her Majesty's Air Forces, their spouses, and dependents, together with the widows and widowers and dependents of those who died whilst serving or subsequently. The Trustees have supported this with our Wings Appeal

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The Public Relations Officer has continued to up-date the Website and Facebook.

Recruitment continues at all our collection events

The Trustees have continued to plan activities for the year in consideration of the Charity Commission guidance at our Trustee meetings.

The Branch had an Action Plan for the year to cover the following activities:

- a. Wings Appeal Collection dates and activities for raising funds for welfare.
- b. Recruitment.
- c. Parades and Ceremony - Remembrance Day, Battle of Britain
- d. Armed Forces Day with Weston Air days.

Due to Government Regulations regarding the COVID-19 virus outbreak, the Club was closed from November 2020 to April 2021. As our members were unable to attend the Club, the Branch Committee focused on an outreach programme to contact as many members as possible. Virtual meetings were set up each week for Coffee Morning. Committee meetings AGMs were held Virtually, continuing the welfare support to all members to the local community, and the RAFA family.

On behalf of the Branch Trustees, I declare that the Trustees are in full compliance with the Charity Commission for the public benefit.

Additional details of objectives and activities (Optional information)



You **may choose** to include further statements, where relevant, about:

- policy on grant making.
- policy programme related investment.
- contribution made by volunteers.

During the lockdowns we applied for further Government Grants and were successful.

The welfare Officer makes grants to members who are in need. The Trustees are very grateful for the many volunteers on the Committee and to Members who have come forward to help. Without their help we could not Achieve our objectives.

Section D Achievements and performance

Operational Business

In June 2021 the Burnham on Sea Branch transferred their affiliation to the Weston-super-Mare Branch due to the sad closure of their Branch, which doubled our Membership. We welcome the new Members.

We now have 572 Members, The Branch has maintained contact with 418 members via email, with monthly Newsletters. The Branch Trustees have also communicated with our members via Facebook and Web site.

The first 3 months we were not allowed to meet up. However, the biggest achievement and success was the Virtual meetings to conduct our Business, and Coffee Mornings. Both Club and Branch carried out their AGM successfully.

The Branch Club was opened after the lockdown in April 2021 with a Garden Party, bringing together our members for the first time after the long Lockdown. Coffee Morning was restarted, and we were able to have a full programme of Events organised by the Club Committee.

The Branch has forwarded funds from the Wings Appeal Collection of £5,809.93 to RAFA Headquarters, this was a great achievement considering the lockdown and unable to collect.

The Branch continued to carry out specified work to bring the Branch building up to the current standards regarding Fire and Electrical safety, and to remedy structural and cosmetic problems internally and externally.

Welfare Officers Report

In 2021 there was (on the telephone) twenty individuals who were asking for assistance. Eleven of those cases resulted in applications to the Royal Air Force Benevolent Fund for financial and or material help.

In three cases this resulted in Regular Financial Assistance, this means they are given £10 or £20 a week to top up their pension and enable them to buy

Other cases included payment of three months' rent up front to enable an individual to move into a flat, providing a mobility scooter, rise and recline chairs, a special bed, fitting of stair lifts and help with funeral expenses. Several cases just required reassurance and advice on how to obtain State Benefits. One case was referred to Social Services, with his agreement, as he was not capable of managing his financial affairs. He was refusing to pay his bills, but he had more than enough in the bank to cover all his debts. This case needed a visit to the individual which was authorised.

We are looking forward to being able to return to home visits, as often one is able to identify needs, that have not been asked for.

North Somerset Armed Forces Covenant Partnership

RAFA Weston-super-Mare Branch has a representative member on the North Somerset AFC Partnership Group.

AFC partnership meetings are normally held at Weston Town Hall, However, due to Covid nearly all the meeting have been Virtual. The meetings are attended by members of local council, institutional, charitable, and social organisations. Meetings are usually attended by speakers from local projects who advise what they can do to assist military veterans needing assistance in difficult circumstances.

Outcomes from this group are brought up at Branch Committee by our Representative that are likely to be of assistance to our welfare officer, and other items are distributed to those members who have interests.

Subsequent quarterly meetings have been conducted successfully using the Teams system, and the AFC work appears to be proceeding normally using on-line communication.

RAF Air Cadets (Air Training Corps (ATC))

The Branch has an ATC Representative, attending all the Quarterly virtual, 290 Sqn Civilian Committee meetings.

The Weston-super-Mare 290 Sqn ATC (and associated Detached Flight at Burnham-on-Sea) have been affiliated with the Weston Branch for many years, assisting us with the Armed Forces Day, Street Collection and Church Service. In the past we have held an annual Disco for the Cadets, and Games nights. Most of these activities had to be cancelled last year.

Due to Covid the cadets have been restricted to virtual meetings for most of the time. They did, however, attend the Remembrance Service last year.

Parade and Ceremonial



purpose of which was to lay a RAFA Wreath in memory of those who died. All Veterans and the Town Mayor were invited back to the Branch Club.



Summary of the main achievements of the branch during the year

Wherever possible keeping contact with the RAF and RAFA families in these difficult times.

Providing where needed, Welfare support to the RAFA family.

Managing and overseeing the refurbishment of the Branch property. In particular with the Flooding of the main Bar which remained closed until September.

Holding a virtual Club AGM on the 27th January 2021 using Teams.

Holding a virtual Branch AGM on the 10th February 2021 using Teams.

The moving in of the Regional Welfare team in March to the Top Floor. Approval of the RAFA Regional Welfare Lease. Approval of the SSAFA Lease.

Section E

Financial review

Brief statement of the branch's policy on reserves

The Trustees have a "Reserve" policy document which was raised by the Branch for the Club property to identify the amount which they needed if they had to close the Club. This is known as the "Trigger Point". This document is a working document and is updated.

Details of any funds materially in deficit

Further financial review details (Optional information)



You **may choose** to include additional information, where relevant about:

- the branch's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the branch.
- investment policy and objectives including any ethical investment policy adopted.

The main principal of funding for the Branch is the Rent and Raffles.

The key objective is funding for Wings Appeal to support Welfare for the RAF Family.

This year's Objective is to raise our profile of the Branch and recruit new Members.

Section F Other optional information

The Future will be to continue to bring our members together for comradeship, building on the relationship, friendship, with our members for support and welfare.

Section G Declaration

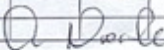
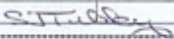

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the branch's trustees

Signature(s)		
Full name(s)	Iain Norris MBE MSM	
Position (eg Secretary, Chair, etc)	Chairman	

Date 2 February 2022

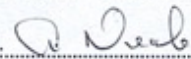
Weston-super-Mare Branch Accounts 2021

		The Royal Air Forces Association Weston-Super-Branch	
		THE BRANCH INCOME & EXPENDITURE ACCOUNT	
		FOR THE YEAR ENDED 31st DECEMBER 2020	
31.12.2019	Fixed Assets		31.12.2020
£423,748.50	Freehold Property at cost as at 31 December 2020	£445,000.00	
	Additions during year		
	Other Fixed Assets less Depreciation		
£423,748.50			£445,000.00
	CURRENT ASSETS		
£3,284.07	Branch Treasurers Account	£3,722.52	
£1,199.52	Branch Business Bank Instant Account	£1,199.95	
£6,152.57	Branch Welfare Account	£1,725.23	
	£10,636.16	£6,647.70	£6,647.70
	£434,384.66		£451,647.70
	Less: CURRENT LIABILITIES		
£118,993.50	Loan From Central H.Q	£118,993.50	
	£118,993.50		£118,993.50
	TOTAL ASSETS LESS CURRENT		
	£315,391.16 LIABILITIES		£332,654.20
	Financed by:		
	ACCUMULATED FUND		
£295,361.11	Balance as at 31 December 2020	£119,181.50	
-£1,086.44	Add: Surplus/(deficit) for the year	£587.88	
	£294,274.67		£119,769.38
	LOAN FROM CENTRAL HQ		
£119,181.50	Balance as at 31 December 2020	£118,993.50	
£780.00	Less: Repayments during the year	£780.00	
	£118,401.50		£118,213.50
	£592.00	Add: Interest Accrued	£591.06
	£118,993.50	CAPITAL EMPLOYED	£118,804.56
	Signed: 	Signed: 	
	Aubrey Neale	Mrs S Tubby	
	Hon. Branch Treasurer	Hon Branch Secretary	
	I have examined the Balance Sheet and the Income & Expenditure Accounts of the		
	Weston-super-Mare Royal Air Forces Association BRANCH for the year ended		
	31 December 2020 and they appear to be correct and in accordance with		
	the information given to me.		
	Signed: 		
	Mr P McHadden		

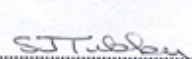
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R.A.F.A. Weston Super Mare Branch Welfare Accounts as of December 2020

	31.12.2019		31.12.2020	
	Income	Expenditure	Income	Expenditure
Received from Ben fund	£16,951.32		£11,779.56	
Less Grants made during the year		£16,133.63		£16,207.16
Balance		£817.69		-£4,427.60
Wings Appeal Rebate	£0.00		£0.00	
Donations Received	£40.00		£0.00	
Deposit A/C Interest	£0.34		£0.26	
Received from Ben/Fund	£16,951.32		£11,779.56	
Total	£16,991.66		£11,779.82	
Grants		£4,448.32		£1,151.55
Donations		£35.95		£0.00
Welfare Payments to Third Parties		£10,928.23		£14,995.61
Royal British Legion-Poppy Wreath		£50.00		£80.00
Welfare Officers Expenses		£632.43		£0.00
Furnal Expenses-Standard Bearer		£38.70		£0.00
Total		£16,133.63		£16,207.16
Balance transferred to Income and Expenditure Account as at 31 December 2020		£6,152.57		£1,725.23

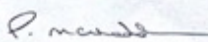
Signed: 

Aubrey Neale
Hon.Branch Treasurer

Signed: 

Mrs S Tubby
Hon.Branch Secretary

I have examined the Balance Sheet and the Income & Expenditure Accounts of the Weston super Mare Branch Royal Air Forces Association Welfare A/C. for the year ended 31 December 2020 and hereby CERTIFY them to be correct in accordance with the information given to me.

Signed: 
Mr P McHadden

Weston Super Mare R.A.F.A. Welfare Accounts as of 31 December 2020

<u>B/F From 2019</u>				<u>£5,503.07</u>	
<u>2019</u>	<u>C/H.No</u>	<u>Treasurers A/C</u>	<u>Income</u>	<u>Expenditure</u>	<u>Balance</u>
Jan.07		426 Maintenance Payment		£650.00	£4,853.07
Jan.13		428 Maintenance Payment		£76.55	£4,776.52
Jan.14	B G C	Ben Fund	£10,371.56		£15,148.08
Jan.17		427 North Somerset Council		£10,371.51	£4,776.57
Jan.30	B G C	Maintenance Payment	£260.00		£5,036.57
Jan.30	B G C	R A 4of4	£260.00		£5,296.57
Feb.04		430 Maintenance Payment		£260.00	£5,036.57
Feb.06		429 Payment Draft		£4,322.65	£713.92
Feb.11	B G C	Maintenance Payment	£378.00		£1,091.92
Feb.21		491 N/S Plumbing and Heating		£301.45	£790.47
Mar.10	B G C	Ben Fund	£165.00		£955.47
Mar.17	B G C	Ben Fund	£345.00		£1,300.47
Mar.20		492 Maintenance Payment		£165.00	£1,135.47
Nov.10		494 Re-Pay Branch for Wreaths		£60.00	£1,075.47
			<u>£11,779.56</u>	<u>£16,207.16</u>	<u>£1,075.47</u>

<u>B/F from 2019</u>		<u>Bus.Bank Instant A/C</u>	<u>Income</u>	<u>Expenditure</u>	<u>Balance</u>
<u>2019</u>		Jan.19 to Dec.19-Interest	£0.26		<u>£649.50</u>
		<u>Carried forward to 2020</u>			<u>£649.76</u>

Independent Examiner's report on the Branch Club accounts

Section A

Independent Examiner's Report

**Report to the
members of**

Branch Club Name

**On accounts for the
year ended**

Date

Set out on pages

(remember to include the page numbers of additional sheets)

**Responsibilities and
basis of report**

I report to the members on my examination of the accounts of the above Branch Club for the year ended **DD / MM / YYYY**.

As the Committee, you are collectively responsible for the preparation of the accounts in accordance with SCR 75/SCR 76 in accordance with Byelaw 25.

I report in respect of my examination of the Branch Club's accounts

**Independent
Examiner's
statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that, in any material respect:

- ☐ the accounts did not accord with the accounting records; or
- ☐ the accounts did not comply with the applicable requirements concerning the form and content of accounts other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed:

Date:

Name:

Address:

Only complete if the Examiner needs to highlight material matters of concern

Give here brief details of any items that the Examiner wishes to disclose.