

Registered number: 05639463
Charity number: 1115243

**THE BENTLEY PRIORY BATTLE OF
BRITAIN TRUST**

(A company limited by guarantee)

UNAUDITED

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024**

THE BENTLEY PRIORY BATTLE OF BRITAIN TRUST
(A company limited by guarantee)

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THE BENTLEY PRIORY BATTLE OF BRITAIN TRUST
(A company limited by guarantee)

REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 DECEMBER 2024

Trustees	Mr D J Ashton, Trustee (resigned 17 July 2024) Air Vice-Marshal C Bairsto, Vice Chair Ms K Barker, Trustee Mr D Benton, Trustee (resigned 15 October 2024) Ms N Brown, Trustee Wing Commander E Ferguson OBE, Trustee Air Vice-Marshal I C Morrison CBE, Chair Air Marshal C Spink, Trustee Ms S Unadkat, Trustee Air Commadore I Stewart (appointed 23 January 2024) Mr G Headland (appointed 23 January 2024)
Company registered number	05639463
Charity registered number	1115243
Registered office	The Bentley Priory Museum Mansion House Drive Stanmore Middlesex HA7 3FB
Honorary secretary	Wing Commander E Ferguson
Accountants	Magee Gammon Corporate Limited Chartered Accountants Henwood House Henwood Ashford Kent TN24 8DH

BENTLEY PRIORY BATTLE OF BRITAIN TRUST
(Company Limited by Guarantee)

REPORT OF THE TRUSTEES
FOR THE PERIOD ENDING 31 DECEMBER 2024

<u>Charity Name</u>	The Bentley Priory Battle of Britain Trust
<u>Company Number</u>	5639463
<u>Registered Charity Number</u>	1115243
<u>Registered Office</u>	Bentley Priory Museum Mansion House Drive Stanmore, Middlesex, HA7 3FB
<u>Secretary</u>	Wing Commander Erica Ferguson

Directors and Trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

The trustees serving during following the period were as follows:

Mr David Ashton (Appointed 28 Nov 17; resigned and reappointed 28 Sep 22; resigned 17 Jul 24)
Air Vice-Marshal Clive Bairsto (Appointed 6 May 15; resigned and reappointed 20 Sep 21)
Miss Karen Barker (Appointed 28 Nov 17; resigned and reappointed 28 Sep 22)
Ms N Brown (Appointed 28 Jul 14; resigned and reappointed 22 Aug 17; resigned and reappointed 12 Aug 20)
Mr Dean Benton (Appointed 17 Sep 19; resigned 15 Oct 2024)
Wing Commander Erica Ferguson (Appointed 05 Mar 15; resigned and reappointed 20 Sep 21)
Mr Gary Headland (Appointed 23 Jan 24)
Air Vice-Marshal Ian Morrison (Appointed 17 Sep 19; resigned and reappointed 17 Oct 23)
Air Marshal Cliff Spink (Appointed 1 March 16; resigned and reappointed 17 Sep 20; resigned and reappointed 28 Sep 22)
Air Cdre Ian Stewart (Appointed 23 Jan 24)
Ms Sangita Unadkat (Appointed 28 Jul 14; resigned and reappointed 22 Aug 17; resigned and reappointed 12 Aug 20; resigned and reappointed 17 Oct 23)

The Annual Report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the company qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

Structure, Governance and Management

Constitution

Bentley Priory Battle of Britain Trust is a company limited by guarantee governed by its Memorandum and Articles of Association dated 29 November 2005, as amended by a written resolution on 11 July 2006. It is registered with the Charities Commission, registered number 1115243 with effect from 12 July 2006. Anyone can become a member of the Company, if approved by the board of trustees, and there are currently 10 members, each of whom agree to contribute £10 in the event of the charity winding up.

Method of Appointment or Election of Trustees

As set out in the Articles of Association the Chair of Trustees must be a trustee who should be a retired officer of the Royal Air Force in the rank of at least Air Vice-Marshal. If no such person is, in the opinion of the Directors, suitable or no such person is available then at the Directors' discretion the chairman may be a Director who is a retired officer of the Royal Air Force.

Following the first Annual General Meeting where all directors must retire from office, one third of the directors retire by rotation at subsequent Annual General Meetings. Trustees are eligible for re-election. New Trustees are appointed at the recommendation of the Board of Trustees and all members are circulated with invitations to nominate trustees prior to the AGM.

Organisational Structure and Decision Making

The Board of Trustees administers the charity. The minimum number of Trustees is 2, and the Trust is fortunate to have an experienced, strong board of 9 Trustees, who bring a wide range of skills to the organisation. A Skills Matrix of Trustees is regularly updated.

On 28 July 2014, the Trustees endorsed the formation of an Executive Committee, to provide the Museum Director with an interface between the operational management of the museum and the strategic governance provided by trustees.

The Executive Committee currently consisting of 5 Trustees and the Museum's Director. While strategic governance is effected by the Trustee Board, the Museum Director has delegated authority to manage the museum operation and the associated resources in order to meet the annual objectives set by the Trustee Board. The Executive Committee of Trustees gives operational oversight and support.

Routinely, the Executive Committee meet monthly. The Executive Committee can authorise additional expenditure beyond that endorsed by Trustees in the annual budget, which itself is based on the five-year business plan, subject to affordability, up to £5,000 per quarter for running costs and £10,000 per quarter for CAPEX.

Risk Management

The Trustees regularly examine the risk register which records the major strategic, business and operational risks that the charity faces. Trustees carefully monitor the income and expenditure of the Museum at Executive Committee and Board level to ensure financial stability and sustainability. The Risk Register is updated regularly and used to identify early warning of trends and to make strategic decisions at Trustee meetings.

Objectives and Activities

Bentley Priory Battle of Britain Trust was founded at the request of the Battle of Britain Fighter Association, with a primary objective to create a Museum at Bentley Priory – Headquarters Fighter Command during the Battle of Britain.

After 5 years of planning, fundraising, restoration and curation of accessible and engaging exhibitions, Bentley Priory Museum was officially opened in September 2013, by HRH the then Prince of Wales, Patron of the Trust's fundraising appeal.

The Museum aims to raise awareness of the important history of Bentley Priory, focusing on its pivotal role during the Battle of Britain as Headquarters Fighter Command, through facilitating engagement with the Museum's unique collection and architecture. The Museum's narrative focuses on 'The One', Air Chief Marshal Sir Hugh Dowding, 'The Few', Battle of Britain aircrew, and 'The Many', those on the ground whose work was vital to victory.

The Trustees consider that they have complied with the duty in section 17(5) of the 2011 Charities Act to have due regard to Charity Commission guidance on public benefit.

Achievements and Performance

Visitor Engagement and Audience Development

Admissions and School Visits

In 2024, the Museum welcomed a total of **10,554 visitors** – the 3rd highest number of visitors since the Museum opened in 2013.

Of these, 8,784 were general admissions (adults, concessions and children as part of family visits) and **1,760 were students** visiting as part of School groups to participate in facilitated workshops and gallery tours. The number of students visiting took the total number of students visiting the Museum since its doors opened in 2013 to over 10,000.



Projects

Our National Lottery Heritage Fund project '**Clerk, Special Duties**' was completed in 2024 with the creation of the 'Day in the Battle' interactive timeline and Bentley Priory WAAF database, displayed in the permanent Operations Room gallery. The project included an oral history recording of WAAF Clerk Special Duties veteran Kate Orchard and the creation of new resources for Brownies.



The Museum also commemorated the bicentenary of the Royal National Lifeboat Institute (RNLI) with an **RNLI 200. Remembering the Rescue of The Few** project funded by the National Heritage Lottery Fund, on display from July 2024 until March 2025. Project volunteers researched and co-curated a temporary exhibition with the Museum's Collection Manager, families co-curated a temporary Stained Glass window and participated in family activities during the Easter and Summer Holidays and new resources for Air & Sea Cadets were created.



The **80th Anniversary of D-Day** in June was marked by Tonic Choir's 'Operation Nep'tune' concert and a temporary exhibition which highlighted the important role Bentley Priory played in the planning of all air operations for D-Day as the HQ Allied Air Expeditionary Force and HQ Air Defence of Great Britain. The exhibition included the chairs King George VI and British Prime Minister Winston Churchill sat on to watch the progress of D-Day on 6 June 1944 at RAF Bentley Priory's Bunker.

£86,420 has been secured from the National Lottery Fund to commemorate the **Royal Observer Corps** and 100 years since they were formed in 1925. The project launched in December 2024 with the recruitment of 20 project volunteers, to undertake oral history film and audio interviews of former ROC personnel and incorporate into a temporary exhibition. The ROC 100 project will be completed in November 2025.

Family Engagement

The Museum continued to engage families through trails, backpacks, Saturday 'Scramble Club' and activities during the school holidays.

During 2024, the following themed activities were offered to families during the School holidays:

February Half-Term: WAAF Trail & Decorate Filter Counter Biscuits

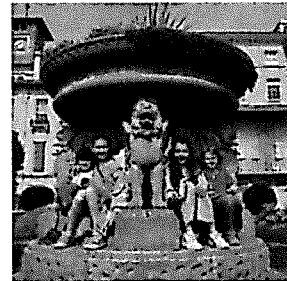
Easter: RNLI 200 Stained Glass Window

May Half-Term: Intelligence & Invasion Stripes.

Summer Holidays: Guinea Pig Trail & RNLI activities

October 'Which Witch' Trail

December: Meet Father Christmas



Bentley Priory is committed to making the Museum welcoming and accessible to young people. Visitor feedback in October 2024 highlights the success of the Museum and its staff and volunteer team in achieving this:

Young children are not always the most welcome at museums: they are loud; they like to run about where they can; they can't stay in one place too long; sometimes I feel people wish they weren't there. But I didn't feel that for a second at your museum! Every employee there spoke to my children like they were important, like they and their time mattered too - and my boys loved it! So I wanted to say thank you so much for giving us a brilliant morning, but also for valuing children and the part they play in keeping history alive. We will be back soon!

Visitor, October 2024

Temporary Exhibitions

The Museum's temporary exhibition gallery hosted 2 exhibitions in 2024. **Paul Joyce's Remembrances of War** (November 2023 – June 2024) showcased a selection of his painting, in a style reminiscent of Paul Nash.

RNLI 200. Remembering The Rescue of The Few (July 2024 – March 2025) was co-curated by project volunteers and Museum staff, and highlighted the significance of the RNLI during the Battle of Britain in rescuing aircrew during the Battle of Britain before the development of the RAF's Air Sea Rescue later in the war. The exhibition was supported by a 'Guinea Pig' trail for children, inspired by an RNLI rescue story from Dunkirk, bringing back a French soldier and his Guinea Pig.



Battle of Britain Commemoration

The Battle of Britain commemorative period was marked by a visit of 53 Officer Cadets from The Royal Air Force Officer Training Academy at RAF Cranwell who participated in a Plotting Workshop and helped tidy the Italian Gardens and Bunker area. Our annual Battle of Britain commemorative day in September welcomed nearly 200 visitors and was supported by Airfix, Harrow Radio Society, Harrow Apollo Male Choir and re-enactors, and volunteers doing pop-up talks.



Talks Programme

Our Friday Morning Talks Programme continues to be well received by visitors, with 14 talks in 2024. Our second Dowding System Day in July welcomed Air Marshal Cliff Spink RAF (Rtd), Sharon Ward and Anthony Inglis as speakers.

Due to the success of volunteer 'Pop-Up Talks' on special commemorative days, 'Pop-Up Talks' have been introduced on general admission days.



Collections Management

The Museum's collection has been developed through the loan of a marquette of the Battle of Britain Monument by artist Paul Day, depicting aircrew scrambling and St Paul's Cathedral. This striking marquette is now on display next to the Battle of Britain Lace Panel, also depicting The Few and St Paul's Cathedral.

501 Squadron have loaned 7 original portraits of Battle of Britain aircrew. Funding will be sought to add conservation glass to them to enable their display for the 85th Anniversary of the Battle of Britain in 2025.



Financial Review

Visitor Income

General admissions of 8,784 generated an income of £48,149, slightly below the outlined budget of £50,000. Admissions costs (single admissions and Annual Membership) will be increased from January 2025, for the first time since the Museum opened in 2013, to increase income generated through admissions.

1,760 students visiting the Museum generated £9,342 – slightly above the £8,000 budget.

£60,000 of funding from John Lyon's Charity has been secured to help develop the Schools' programme over 3 years and ensure visits are financially accessible to Schools in the John Lyon's Charity beneficiary areas, including Harrow, Brent and Ealing. In the first year of the project (September 2024 – August 2025) £20,000 will enable the Museum to develop resources for Secondary Schools and subsidise visits for Primary and Secondary Schools in the John Lyon's Charity beneficial areas. In the second year of the project, new resources will be developed for KS1 students and in the third year, new resources will be developed for SEND students.

The Museum's Café performed well generating £27,207 profit (budget of £27,000). The shop generated a profit of £5,999 (budget of £7,500) and venue hire secured £7,157 for the Museum (just under the £8,000 budget) – with venue hire notably recovering in the latter part of the year after a slow Q1 & Q2.

The Endowment Fund

The Endowment Fund delivered £116,000, reflecting its stable position in 2024.

Project Income (Restricted)

The £8,308 NLHF Clerk, Special Duties project was completed, with an underspend enabling the creation of a Bentley Priory WAAF database.

The RNLI 200 project was successfully delivered through a £10,000 grant from the National Lottery Heritage Fund during 2024.

John Lyon's Charity funding of £60,000 will support the development and financial accessibility of the Museum's School Programme over 3 years (September 2024 – July 2027), with a £20,000 grant per annum.

£86,420 has been secured from the National Lottery Heritage Fund to deliver a Royal Observer Corps heritage project December 2024 – November 2025.

Interest

Trustees reviewed the Trust's interest from its Shawbrook Account, with interest rising from October 2024.

Going Concern

The trustees have a reasonable expectation that the company has adequate resourced to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

Reserves

At the AGM on 28 September 2022 Trustees agreed and adopted a Reserves Policy which in accordance with the requirements of the Charity Commission takes account of:

- a. a major and expensive disruption to our operation;
- b. a degradation in revenue that ultimately leads to the failure of the museum;
- c. the routine replacement of the interpretation equipment and display material.

The interim total level of reserves for 2017 was set at £100,000 with the expectation of an increase to £200,000 in future years provided that the Museum's core revenue streams reach their growth targets.

During 2021, in response to the real threats to small museum's from Covid the Trust further agreed that there was a requirement to further develop the Reserves policy. It was agreed that there should be:

A designated maintenance fund of £100,000 to meet the routine replacement and maintenance of fixtures and fittings and interpretation and display material

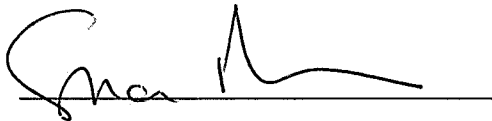
A Designated Closure Reserve of £100,000 which would enable the Trust to meet governance, employment and lease obligations in the event of closure.

The Trust had total reserves at 31 December 2024 of £727,492.

Libor Funding is accounted for in a separate designated fund, the Libor Fund. The balance on this fund at 31 December 2024 was £271,508. Further restricted funds amounted to £77,759 at the balance sheet date. Details of these can be found in Note 17 to the accounts.

A designated fund of £30 000 was initially set as seed funding for a future development of the Operations Room, this has a balance at 31 December 2024 of £21,316. Additionally, a designated fund of £322 has been set towards the funding for the restoration of the bunker door handle.

This report was approved by the Trustees on 01 July 2025 and signed on their behalf by:

A handwritten signature in black ink, appearing to read 'E J Ferguson', is written over a horizontal line.

Wing Commander E J Ferguson RAF, Secretary

THE BENTLEY PRIORY BATTLE OF BRITAIN TRUST
(A company limited by guarantee)

**INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 DECEMBER 2024**

Independent examiner's report to the Trustees of The Bentley Priory Battle of Britain Trust ('the Company')

I report to the charity Trustees on my examination of the accounts of the Company for the year ended 31 December 2024.

Responsibilities and basis of report

As the Trustees of the Company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

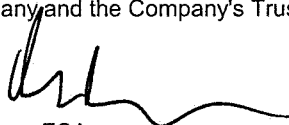
I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

This report is made solely to the Company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Company and the Company's Trustees as a body, for my work or for this report.

Signed:



Roland Parry FCA

Dated:

17.09.25

Institute of Chartered Accountants in England and Wales

Magee Gammon Corporate Limited

Chartered Accountants

THE BENTLEY PRIORY BATTLE OF BRITAIN TRUST
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 DECEMBER 2024**

	Note	Restricted funds 2024 £	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Income from:					
Donations and legacies	3	100,518	7,652	108,170	127,374
Charitable activities	4	-	233,256	233,256	230,084
Investments	5	-	7,173	7,173	3,724
Other income	6	-	4,165	4,165	3,680
Total income		100,518	252,246	352,764	364,862
Expenditure on:					
Charitable activities	7	45,077	313,139	358,216	400,789
Total expenditure		45,077	313,139	358,216	400,789
Net income/(expenditure)		55,441	(60,893)	(5,452)	(35,927)
Transfers between funds	17	433	(433)	-	-
Net movement in funds		55,874	(61,326)	(5,452)	(35,927)
Reconciliation of funds:					
Total funds brought forward		293,393	439,551	732,944	768,871
Net movement in funds		55,874	(61,326)	(5,452)	(35,927)
Total funds carried forward		349,267	378,225	727,492	732,944

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 14 to 29 form part of these financial statements.

THE BENTLEY PRIORY BATTLE OF BRITAIN TRUST
(A company limited by guarantee)
REGISTERED NUMBER: 05639463

**BALANCE SHEET
AS AT 31 DECEMBER 2024**

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	12	151,147	144,864
		<u>151,147</u>	<u>144,864</u>
Current assets			
Stocks	13	15,193	17,267
Debtors	14	33,008	40,848
Cash at bank and in hand		561,759	558,365
		<u>609,960</u>	<u>616,480</u>
Creditors: amounts falling due within one year	15	(33,615)	(28,400)
Net current assets		<u>576,345</u>	<u>588,080</u>
Total net assets		<u><u>727,492</u></u>	<u><u>732,944</u></u>
Charity funds			
Restricted funds	17	349,267	293,393
Unrestricted funds	17	378,225	439,551
Total funds		<u><u>727,492</u></u>	<u><u>732,944</u></u>

The Company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees on ~~Complete~~ **ACCOUNTS COMPLETION** section and signed on their behalf by: *1 JULY 2025*

The notes on pages 14 to 29 form part of these financial statements.

THE BENTLEY PRIORY BATTLE OF BRITAIN TRUST
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024

1. General information

The Bentley Priory Battle of Britain Trust, a charitable trust, incorporated in England and Wales under company number 05639463, registered with the Charity Commission under charity number 1115243. The registered office of the charity is Bentley Priory Museum, Mansion House Drive, Stanmore, Middlesex, HA7 3FB.

The company is limited by guarantee. The members of the company are the trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £10 per member of the company.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Bentley Priory Battle of Britain Trust meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Income

All income is recognised once the Company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the Company has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the Company, can be reliably measured.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Where the donated good is a fixed asset, it is measured at fair value, unless it is impractical to measure this reliably, in which case the cost of the item to the donor should be used. The gain is recognised as income from donations and a corresponding amount is included in the appropriate fixed asset class and depreciated over the useful economic life in accordance with the Company's accounting policies.

On receipt, donated professional services and facilities are recognised on the basis of the value of the gift to the Company which is the amount it would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

THE BENTLEY PRIORY BATTLE OF BRITAIN TRUST
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024

2. Accounting policies (continued)

2.2 Income (continued)

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

2.3 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.4 Tangible fixed assets and depreciation

Tangible fixed assets costing £500 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, on an appropriate basis.

Depreciation is provided on the following bases:

Plant and machinery	- Between 3 years and 6 years straight line
Fixtures and fittings	- Between 3 years and 25 years straight line
Office equipment	- 33% straight line

2.5 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

THE BENTLEY PRIORY BATTLE OF BRITAIN TRUST
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024**

2. Accounting policies (continued)

2.6 Debtors

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

2.7 Cash at bank and in hand

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

2.8 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.9 Financial instruments

The Company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.10 Pensions

The Company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Company to the fund in respect of the year.

2.11 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

THE BENTLEY PRIORY BATTLE OF BRITAIN TRUST
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024

3. Income from grants, donations and legacies

	Restricted funds 2024 £	Unrestricted funds 2024 £	Total funds 2024 £
Donations	-	7,652	7,652
Grants	100,518	-	100,518
	<u>100,518</u>	<u>7,652</u>	<u>108,170</u>
	<u><u>100,518</u></u>	<u><u>7,652</u></u>	<u><u>108,170</u></u>

	<i>Restricted funds 2023 £</i>	<i>Unrestricted funds 2023 £</i>	<i>Total funds 2023 £</i>
Donations	-	49,648	49,648
Grants	77,726	-	77,726
	<u>77,726</u>	<u>-</u>	<u>77,726</u>
	<u><u>77,726</u></u>	<u><u>49,648</u></u>	<u><u>127,374</u></u>

4. Income from charitable activities

	Unrestricted funds 2024 £	Total funds 2024 £
Museum entrance income	57,491	57,491
Endowment income	116,000	116,000
Shop and catering income	54,412	54,412
Room hire and event income	5,353	5,353
	<u>233,256</u>	<u>233,256</u>
	<u><u>233,256</u></u>	<u><u>233,256</u></u>

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4. Income from charitable activities (continued)

	<i>Unrestricted funds 2023 £</i>	<i>Total funds 2023 £</i>
Museum entrance income	55,418	55,418
Endowment income	116,000	116,000
Shop and catering income	51,794	51,794
Room hire and event income	6,872	6,872
	<u>230,084</u>	<u>230,084</u>

5. Investment income

	Unrestricted funds 2024 £	Total funds 2024 £
Interest received	7,173	7,173

	<i>Unrestricted funds 2023 £</i>	<i>Total funds 2023 £</i>
Interest received	3,724	3,724

6. Other incoming resources

	Unrestricted funds 2024 £	Total funds 2024 £
Royalties	6	6
Partial exemption VAT recoupment	4,159	4,159
	<u>4,165</u>	<u>4,165</u>

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6. Other incoming resources (continued)

	<i>Unrestricted funds 2023 £</i>	<i>Total funds 2023 £</i>
Outreach programme	68	68
Partial exemption VAT recoupment	3,612	3,612
	<u>3,680</u>	<u>3,680</u>

7. Analysis of expenditure on charitable activities

Summary by fund type

	Restricted funds 2024 £	Unrestricted funds 2024 £	Total 2024 £
Museum costs	45,077	313,139	358,216

	<i>Restricted funds 2023 £</i>	<i>Unrestricted funds 2023 £</i>	<i>Total 2023 £</i>
Museum costs	60,766	340,023	400,789

8. Analysis of expenditure by activities

	Support costs 2024 £	Total funds 2024 £
Museum costs	358,216	358,216

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8. Analysis of expenditure by activities (continued)

	<i>Support costs 2023 £</i>	<i>Total funds 2023 £</i>
Museum costs	400,789	400,789

Analysis of support costs

	Activities 2024 £	Total funds 2024 £
Staff costs	150,158	150,158
Depreciation	40,183	40,183
Insurance	29,388	29,388
Maintenance costs	33,787	33,787
Rates and utility bills	26,075	26,075
Administration and office expenses	21,964	21,964
Learning centre activities	489	489
Museum costs	19,216	19,216
Marketing costs	2,011	2,011
Accountancy fees	11,089	11,089
Independent examination fees	3,258	3,258
Shop and catering expenses	20,598	20,598
	<u>358,216</u>	<u>358,216</u>

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024**

8. Analysis of expenditure by activities (continued)

Analysis of support costs (continued)

	<i>Activities 2023 £</i>	<i>Total funds 2023 £</i>
Staff costs	141,971	141,971
Depreciation	63,836	63,836
Insurance	26,670	26,670
Maintenance costs	40,569	40,569
Rates and utility bills	15,536	15,536
Administration and office expenses	27,927	27,927
Learning centre activities	547	547
Museum costs	50,000	50,000
Marketing costs	1,634	1,634
Accountancy fees	9,270	9,270
Independent examination fees	3,306	3,306
Shop and catering expenses	19,523	19,523
	<u>400,789</u>	<u>400,789</u>

9. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £3,258 (2023 - £3,306).

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10. Staff costs

	2024	2023
	£	£
Wages and salaries	140,249	133,381
Social security costs	6,097	4,988
Contribution to defined contribution pension schemes	3,812	3,602
	150,158	141,971

The average number of persons employed by the Company during the year was as follows:

2024	2023
No.	No.
8	8

No employee received remuneration amounting to more than £60,000 in either year.

11. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2023 - £NIL).

During the year ended 31 December 2024, no Trustee expenses have been incurred (2023 - £NIL).

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12. Tangible fixed assets

	Plant and machinery £	Fixtures and fittings £	Office equipment £	Total £
Cost or valuation				
At 1 January 2024	174,881	1,032,246	27,492	1,234,619
Additions	43,927	1,299	1,238	46,464
At 31 December 2024	<u>218,808</u>	<u>1,033,545</u>	<u>28,730</u>	<u>1,281,083</u>
Depreciation				
At 1 January 2024	170,599	892,333	26,823	1,089,755
Charge for the year	10,258	29,265	658	40,181
At 31 December 2024	<u>180,857</u>	<u>921,598</u>	<u>27,481</u>	<u>1,129,936</u>
Net book value				
At 31 December 2024	<u><u>37,951</u></u>	<u><u>111,947</u></u>	<u><u>1,249</u></u>	<u><u>151,147</u></u>
At 31 December 2023	<u><u>4,282</u></u>	<u><u>139,913</u></u>	<u><u>669</u></u>	<u><u>144,864</u></u>

13. Stocks

	2024 £	2023 £
Finished goods	<u><u>15,193</u></u>	<u><u>17,267</u></u>

14. Debtors

	2024 £	2023 £
Due within one year		
Other debtors	7,535	16,294
Prepayments and accrued income	25,473	24,554
	<u><u>33,008</u></u>	<u><u>40,848</u></u>

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15. Creditors: Amounts falling due within one year

	2024	2023
	£	£
Trade creditors	2,666	3,499
Other taxation and social security	3,298	3,219
Pension fund loan payable	1,101	1,020
Accruals and deferred income	26,550	20,662
	33,615	28,400

16. Financial instruments

	2024	2023
	£	£
Financial assets		
Financial assets measured at fair value through income and expenditure	561,759	558,364

Financial assets measured at fair value through income and expenditure comprise cash at bank and in hand.

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**NOTES TO THE FINANCIAL STATEMENTS
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17. Statement of funds

Statement of funds - current year

	Balance at 1 January 2024 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2024 £
Unrestricted funds					
Designated funds					
Perpetual Maintenance Fund	100,000	-	-	-	100,000
Closure Reserve	100,000	-	-	-	100,000
Operations Room	23,000	-	(1,684)	-	21,316
Bunker Door Handle	322	-	-	-	322
	<u>223,322</u>	<u>-</u>	<u>(1,684)</u>	<u>-</u>	<u>221,638</u>
General funds					
General Funds	216,229	252,246	(311,455)	(433)	156,587
	<u>216,229</u>	<u>252,246</u>	<u>(311,455)</u>	<u>(433)</u>	<u>156,587</u>
Total Unrestricted funds	<u>439,551</u>	<u>252,246</u>	<u>(313,139)</u>	<u>(433)</u>	<u>378,225</u>
Restricted funds					
The Ministry of Defence (LIBOR)	277,738	-	(6,230)	-	271,508
Clerk Special Duties (HLF)	15,655	8,308	(24,402)	439	-
IWM 14-18 NOW Legacy Fund	-	19,000	(3,408)	-	15,592
RNLI 200: Remembering of 'The Few'	-	10,000	(9,994)	(6)	-
The Eyes and Ears of the RAF	-	43,210	-	-	43,210
John Lyons Charity	-	20,000	(1,043)	-	18,957
	<u>293,393</u>	<u>100,518</u>	<u>(45,077)</u>	<u>433</u>	<u>349,267</u>
Total of funds	<u>732,944</u>	<u>352,764</u>	<u>(358,216)</u>	<u>-</u>	<u>727,492</u>

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024**

17. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 January 2023 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Balance at 31 December 2023 £</i>
Unrestricted funds					
Designated funds					
Perpetual Maintenance Fund	100,000	-	-	-	100,000
Closure Reserve	100,000	-	-	-	100,000
Operations Room	30,000	-	-	(7,000)	23,000
Bunker Door Handle	322	-	-	-	322
	<u>230,322</u>	<u>-</u>	<u>-</u>	<u>(7,000)</u>	<u>223,322</u>
General funds					
General Funds	257,853	287,136	(340,023)	11,263	216,229
	<u>257,853</u>	<u>287,136</u>	<u>(340,023)</u>	<u>11,263</u>	<u>216,229</u>
Total Unrestricted funds	<u>488,175</u>	<u>287,136</u>	<u>(340,023)</u>	<u>4,263</u>	<u>439,551</u>
Restricted funds					
The Ministry of Defence (LIBOR)	277,738	-	-	-	277,738
AIM Gallery Blinds	2,958	2,954	(5,912)	-	-
Clerk Special Duties (HLF)	-	74,772	(54,854)	(4,263)	15,655
	<u>280,696</u>	<u>77,726</u>	<u>(60,766)</u>	<u>(4,263)</u>	<u>293,393</u>
Total of funds	<u><u>768,871</u></u>	<u><u>364,862</u></u>	<u><u>(400,789)</u></u>	<u><u>-</u></u>	<u><u>732,944</u></u>

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NOTES TO THE FINANCIAL STATEMENTS
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18. Description of funds

The Ministry of Defence (LIBOR) (Restricted Fund)

LIBOR funding from the Ministry of Defence (MoD) on behalf of Her Majesty's Treasury (HMT) to enable the enhancement of the Museum's Learning Centre, develop the Schools Learning Resource and to subsidise school lessons.

The National Lottery Heritage Fund (Restricted Fund)

The Bunker funding from the National Lottery Fund for Heritage is a grant to deliver a project, focusing on the changing role of the Bentley Priory Bunker and those who worked underground in it from World War 2 to the Cold War. The transfer in the year is to reimburse the expenditure and staff costs incurred by the general fund on behalf of this project.

Association of Independent Museums (AIM) (Restricted Fund)

The funding received from Association of Independent Museums is a grant for the fitting of blinds to one of the museums galleries to prevent sunlight damage to the collection. This was fully expensed by the balance sheet date.

Perpetual Maintenance Fund (Designated Fund)

In 2017 the trustees set up this designated fund to cover the Charity's running costs in the event of a major disruption.

Closure Fund (Designated Fund)

In 2021 the trustees set up this designated fund, of £100,000, which would enable the Trust to meet governance, employment and lease obligation in the event of closure.

Operations Room Fund (Designated Fund)

A designated fund of £30,000 has been set towards the funding for future developments of the Operations Room, by the trustees, in the previous year. Expenditure since has seen the balance reduce to £21,316 at the balance sheet date.

Bunker Door Handle Fund (Designated Fund)

A designated fund of £322 has been set towards the funding for the restoration of the bunker door handle.

Clerk Special Duties (HLF)

A grant received from The National Lottery Heritage Fund, focusing on the WAAF who served in the role of 'Clerk, Special Duties' during World War II. Project volunteers recruited to co-curate a temporary exhibition and new interactive timeline 'Day in the Battle', with new resources created for families and for Brownies.

IWM 14-18 NOW Legacy Fund

A grant for a new project initiated in 2024 working with community partners and artists on a new art commissions and related public engagement activities.

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**NOTES TO THE FINANCIAL STATEMENTS
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Description of funds continued

RNLI 200: Remembering of 'The Few'

A Grant received in 2024 to create a temporary exhibition to highlight the significance of the Royal National Lifeboat Institution during the Battle of Britain in rescuing aircrew during the Battle of Britain before the development of the RAF's Air Sea Rescue later in the war.

The Eyes and Ears of the RAF

A new project in December 2024 to commemorate the Royal Observer Corps and its formation in 1925. Half of the funding has been received by the balance sheet date.

John Lyons Charity

John Lyon's Charity funding of £60,000 will support the development and financial accessibility of the Museum's School Programme over 3 years (September 2024 – July 2027), with a £20,000 grant per annum.

19. Summary of funds

Summary of funds - current year

	Balance at 1 January 2024 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2024 £
Designated funds	223,322	-	(1,684)	-	221,638
General funds	216,229	252,246	(311,455)	(433)	156,587
Restricted funds	293,393	100,518	(45,077)	433	349,267
	<u>732,944</u>	<u>352,764</u>	<u>(358,216)</u>	<u>-</u>	<u>727,492</u>

Summary of funds - prior year

	Balance at 1 January 2023 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2023 £
Designated funds	230,322	-	-	(7,000)	223,322
General funds	257,853	287,136	(340,023)	11,263	216,229
Restricted funds	280,696	77,726	(60,766)	(4,263)	293,393
	<u>768,871</u>	<u>364,862</u>	<u>(400,789)</u>	<u>-</u>	<u>732,944</u>

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**NOTES TO THE FINANCIAL STATEMENTS
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20. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Restricted funds 2024 £	Unrestricted funds 2024 £	Total funds 2024 £
Tangible fixed assets	-	151,147	151,147
Current assets	349,267	260,693	609,960
Creditors due within one year	-	(33,615)	(33,615)
Total	349,267	378,225	727,492

Analysis of net assets between funds - prior period

	<i>Restricted funds 2023 £</i>	<i>Unrestricted funds 2023 £</i>	<i>Total funds 2023 £</i>
Tangible fixed assets	-	144,864	144,864
Current assets	295,303	321,177	616,480
Creditors due within one year	(1,910)	(26,490)	(28,400)
Total	293,393	439,551	732,944

21. Pension commitments

The trust operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the trust in an independently administered fund. The pension cost charge represents contributions payable by the trust to the fund and amounted to £3,812 (2023 - £3,602). Contributions totalling £1,101 (2023 - £1,020) were payable to the fund at the balance sheet date and are included in creditors.