



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

**From 1 April 2022**  
**Period end date**

**Period start date To 31 March 2023**

**Charity name:**The Shorncliffe Trust

**Charity registration number:** 1152185

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	1) TO ADVANCE THE PRESERVATION AND CONSERVATION AND DEVELOPMENT AND IMPROVEMENT OF FEATURES OF HISTORIC INTEREST IN THE FOLKESTONE AND HYTHE DISTRICT OF KENT THROUGH THE PROVISION OF PUBLIC AMENITIES AND THE PRESERVATION OF A SITE OF HISTORIC INTEREST. 2) TO EDUCATE THE PUBLIC IN THE HISTORY OF THE MILITARY AND THE SOCIAL IMPACT OF MILITARY HISTORY BY THE PROVISION AND MAINTENANCE OF A HERITAGE AND EDUCATION CENTRE FOR THE BENEFIT OF THE PUBLIC.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>we have continued to work for the long term protection and preservation as much of the heritage assets and open land on the site for the benefit of all for the future as was possible; and are continuing the pressure to save others from demolition, which was effective in challenging some plans to maintain the integrity of Listed buildings. The bid for securing the listed Sir John Moore library and Crowd funder failed, we were outbid, and are concentrating on the other options</p> <p>The Trust continues to support lifelong learning, and expanded the tours and talks programme for the year, to strengthen our educational objectives for all ages, cultures and abilities. The series of walking tours were well supported, and continue to be so. We have assisted many with their genealogy searches and helped them to explore their links with Shorncliffe, we have also been able to aid the search of the general public for the graves of family members. Talks have also been popular and are regularly booked</p> <p>Our commemorative lantern project was also expanded and is proving popular and emotive. Links have been made across the Multi-Cultural Community, in particular The West Indian</p>

		Association.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>The Trust continues to bring people forward to engage in their shared history and sense of location, locally, nationally and internationally. Across all ages, nationalities and cultures, no one is excluded and all are welcomed. Not always easy given the military aspect of our site, but we do this by enlarging the story to the wider families, support structures and other nationalities drawn into conflicts.</p> <p>The strength is an interaction with everyone sharing their story and experiences, from young children comparing their school experience to that of an army child in 1805, and of adult's experiences, but also the wealth of nationalities that made up the British Army. As well as face to face, the Trust has engaged and developed digital activities, via Zoom, Facebook Twitter and also in a Podcast to reach as many people as possible with stories, information about the Trust and its aims. The Digital possibilities continue to be explored, including the concept of a virtual museum, some Shorncliffe related items have been purchased with this aim.</p> <p>The themes will be developed in the years to come to have a permanent display and digital virtual ones.</p>

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>N/A</b>
Policy on social investment including program related investment	Para 1.38	<b>N/A</b>
Contribution made by volunteers	Para 1.38	<p>But many volunteers have been able to help where possible and stepped up. The Trustees also give their time for free, and only claim back costs when it is necessary, an example of this are items to carry out the work of the trust more efficiently, or travel costs.</p> <p>The Trust has also benefitted from the advice of professionals who have given this for free and are very grateful to them.</p> <p>Roger Joyce Architect Stephen Head Educational Professional Dr Stephen Summerfield Historical advisor editor</p>

		Shorncliffe books series Richard Brown Publisher. We could not operate without our volunteers
Other		Not having the costs of a building has meant that the Trust outgoings and expenses have been kept to a necessary minimum/A

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>We have continued to work for the long term protection and preservation as much of the heritage assets and open land on the site for the benefit of all for the future as was possible; and are continuing the pressure to save others from demolition, which was effective in challenging some plans to maintain the integrity of Listed buildings. The bid for securing the listed Sir John Moore library and Crowd funder failed, we were outbid, and are concentrating on the other options</p> <p>The Trust continues to support lifelong learning, and expanded the tours and talks programme for the year, to strengthen our educational objectives for all ages, cultures and abilities. The series of walking tours were well supported, and continue to be so. We have assisted many with their genealogy searches and helped them to explore their links with Shorncliffe, we have also been able to aid the search of the general public for the graves of family members. Talks have also been popular and are regularly booked</p> <p>Our commemorative lantern project was also expanded and is proving popular and emotive. Links have been made across the Multi-Cultural Community, in particular The West Indian Association and the Windrush community. The Trust continues to bring people forward to engage in their shared history and sense of location, locally, nationally and internationally. Across all ages, nationalities and cultures, no one is excluded and all are welcomed. Not always easy given the military aspect of our site, but we do this by enlarging the story to the wider families, support structures and other nationalities drawn into conflicts.</p> <p>The strength is an interaction with everyone sharing their story and experiences, from young children comparing their school experience to that of an army child in 1805, and of adult's experiences, but also the wealth of nationalities that made up the British Army. As well as face to face, the Trust has engaged and developed digital activities, via Zoom, Facebook</p>

		<p>Twitter and also in a Podcast to reach as many people as possible with stories, information about the Trust and its aims. The Digital possibilities continue to be explored, including the concept of a virtual museum, some Shorncliffe related items have been purchased with this aim.</p> <p>The themes will be developed in the years to come to have a permanent display and digital virtual ones for those who cannot access them personally.</p> <p>It is bringing people together to share experiences and history</p>
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#### **Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Successful in taking the history of Shorncliffe and its people to the wider international and local society to share our history and achievements.
Performance of fundraising activities against objectives set	Para 1.41	Walking tours of the site have been very popular
Investment performance against objectives	Para 1.41	<b>N/A</b>
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Trust is in a relatively stable financial position, it has been possible to cover outgoing expenses and raise funds through our books and donations by supporters. Income has slowed but the Trust has kept enough reserves to cover costs.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We do not have a specific Reserves policy, but always ensure there are enough funds in our accounts to continue the day to day work of the trust, to cover insurance payments, cover day to day costs, organisational costs of fundraisers and events.
Amount of reserves held	Para 1.22	<b>0</b>
Reasons for holding zero reserves	Para 1.22	We do not have a specific Reserves policy, but always ensure there are enough funds in our accounts to continue the day to day work of the trust, to cover insurance payments, cover day to day costs, organisational costs of fundraisers and events.
Details of fund materially in deficit	Para 1.24	<b>N/A</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	There are no financial uncertainties currently or foreseeable in the future. There is a procedure in place for if this should change. Events and activities, these are planned and costed thoroughly before going into realisation. We have no large overheads which allows us to operate within a tight budget. We do not have waged or salaried staff,

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Fundraising has been difficult in the current climate, and our usual methods of fundraising have slowed. We have still received donations including those received from donations for booklets and items offered by the trust. Also by the publication and sales of The Shorncliffe Lectures series to the general public, all proceeds go directly to the work of the trust. New volumes are produced when previous ones have sold, to keep stock levels manageable. Income has also come from talks and visits to groups.
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>N/A</b>
A description of the principal	Para 1.46	Until such time as we achieve a long term and full time presence at Shorncliffe, which is still a negotiated work in progress, the risk is this may

risks facing the charity		<p>not happen in the foreseeable future. Funding by the Trust is in furthering the education aims, working with schools and community groups, temporary loaned rooms and spaces, visiting events and giving talks and lectures. And we continue to do so, and pay expenses for trustees and volunteers where applied for and legally entitled to. Although we have a plan in place for the funding of a permanent base if it happens, the cost of living crisis is a challenge, it is currently delayed.</p>
Other		<p>Expenditure is the main purpose of the Trust in raising awareness of the site and the risks of losing the site for ever</p> <p>Also losing the link to the social aspects and history of the site and the people who were linked to it today and in the past. This has been reflected in the number of requests from those tracing their ancestors or on aspects of Shorncliffe, these rise year on year. These are from all around the world, due to the International aspect of a military garrison</p> <p>Where possible we try to buy products and services locally to Shorncliffe, Kent and the South East and where economically sensible to do so. We have developed a network of reliable suppliers</p>

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	CIO-FOUNDATION REGISTERED 24 MAY 2013
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	New trustees are elected by the current trustees, they are proposed and then if the majority of trustees agree, they are invited to take up trusteeship, on acceptance the official induction process begins

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	The prospective trustee signs a statement of eligibility and receives in return the latest financial statement, a copy of the constitution and an invitation to the next meeting or event, whichever is nearest in date.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>The trust is a CIO corporate body, the trustees are responsible for the running, organisation and planning of its work, the trustees are the governing body.</p> <p>We rely heavily on our volunteer network who without we could not exist</p> <p>And informal relationships and links with other charities and bodies, we are members of the NCVO.</p>
Relationship with any related parties	Para 1.51	Royal British Legion, Commonwealth War Graves Commission, 1 RGR Shorncliffe, (Royal Gurkha Rifles). The West India Association. These are informal partnerships
Other		<p>The charity has Employer's Liability Insurance and also Public Liability and Product Liability Insurance.</p> <p>The Trust produces a Risk Assessment for every event they organise for the public and for volunteers, first aid and a qualified first aider are present, volunteers are briefed on safe procedures during the event</p> <p>The Trust will regularly review procedures and guidance on Risk Management Conflict of Interest</p>

		Handling Complaints Managing Volunteers Data Protection This covers and protects, trustees, volunteers, guests and visitors.
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## Reference and Administrative details

Charity name	The Shorncliffe Trust
Other name the charity uses	N/A
Registered charity number	1152185
Charity's principal address	Registered Address  122 Foord Road, Folkestone, Kent CT19 5AB



**Names of the charity trustees who manage the charity**

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Christopher Shaw	Chairman		
2	Susan Law	Secretary		
3	Vincent Law	Treasurer		
4	Stephen Head	Education Lead		
5	Vacancy			
6				
7				
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9				
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12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	S E Law	
<b>Full name(s)</b>	Susan Elaine Law	
<b>Position (eg Secretary, Chair, etc)</b>	Secretary	
<b>Date</b>	18/12/2023	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
The Shorncliffe Trust

No (if any)

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01-Apr-22

To

Period end date  
31-Mar-23

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Donations	1,517	-	-	1,517	-
Book Sales	120	-	-	120	-
Tours	121	-	-	121	-
Funding Crowdfunder	-	1,180	-	1,180	-
Fundraising	1,500	-	-	1,500	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	3,258	1,180	-	4,438	-
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	3,258	1,180	-	4,438	-
<b>A3 Payments</b>					
Expenses	253	-	-	253	-
Storage	600	-	-	600	-
Purchases	1,734	-	-	1,734	-
Insurance	470	-	-	470	-
Aim	68	-	-	68	-
Tour Refunds	45	-	-	45	-
Web Costs	120	-	-	120	-
Fundraising Costs	689	1,268	-	1,957	-
	-	-	-	-	-
<b>Sub total</b>	3,979	1,268	-	5,247	-
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	3,979	1,268	-	5,247	-
<b>Net of receipts/(payments)</b>	- 721	- 88	-	- 809	-
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	3,124	3,509	-	6,634	-
<b>Cash funds this year end</b>	2,403	3,421	-	5,824	-

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Lloyds Bank	2,041	3,421	-
	PayPal	363	-	-
		-	-	-
	<b>Total cash funds</b>	<b>2,403</b>	<b>3,421</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	V E Law	Vincent Edward Law	28/12/2023	
	S E Law	Susan Elaine Law	<b>28/12/2023</b>	