



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 1	Month April	Year 2023		Day 31	Month 3	Year 2024

## Section A Reference and administration details

Charity name	The Shorncliffe Trust
Other names charity is known by	n/a
Registered charity number (if any)	1152185
Charity's principal address	122 Foord Road
	FOLKESTONE
	Kent
Postcode	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	Vince Law	Treasurer		
4	Steve Head	Education Lead		
5	Vacancy	Communications		
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19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
N/A	

## Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
N/A		

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

N/A

# Section B Structure, governance and management

## Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CIO-FOUNDATION REGISTERED 24 MAY 2013
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	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 governance issues (Optional information)

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policies and procedures adopted for the induction and training of trustees;</li> <li>• the charity's organisational structure and any wider network with which the charity works;</li> <li>• relationship with any related parties;</li> <li>• trustees' consideration of major risks and the system and procedures to manage them.</li> </ul>	<p>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.</p> <p>The Shorncliffe 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, Royal British Legion, Commonwealth War Graves Commission, 1 RGR Shorncliffe, (Royal Gurkha Rifles). The West India Association. These are informal partnerships.</p> <p>The Shorncliffe Trust are members of the NCVO, and the Association of Independent Museums.</p> <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 Handling Complaints Managing Volunteers Data Protection This covers and protects, trustees, volunteers, guests and visitors.</p>
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**Summary of the objects of the charity set out in its governing document**

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 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)**

Bringing people forward to engage in their shared history and sense of location, locally, nationally and internationally has always been at the forefront of the work of the Shorncliffe Trust. 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.

Also taking the story and aims of the Trust to merge with others. Annual Armed Forces Day is one such event. The strength is an interaction with everyone being able to share their story and experiences. It allows a wide range of inputs from young children comparing their school experience to that of an army child in 1805, and of adult's experiences both military and civilian, but inclusive of 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 etc. to reach as many people as possible with stories, using social media to share information about the Trust and its aims. The Digital possibilities continue to be explored, the Shorncliffe Trust is engaged with film and sound as well as images to build an archive of experiences.

The themes will be developed in the years to come to have a permanent display as well as digital virtual ones. We aim to work on the concept of a virtual museum, some Shorncliffe related items have been purchased with this aim. The virtual museum would enable many of those with a link to Shorncliffe to share and view the site easily.

**Additional details of objectives and activities (Optional information)**

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

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Volunteers are important in the working of the trust, many volunteers have been able to help where possible and stepped up countless times. 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.

The Trust has also benefitted from the advice of professionals who have given this for free and are very grateful to them.

Roger Joyce Architect

Stephen Head Educational Professional

Dr Stephen Summerfield Historical advisor editor Shorncliffe books series

Richard Brown Publisher.

Viv Kenny

We could not operate without our volunteers

## Section D

## Achievements and performance

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

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 on site

The Trust continues to support lifelong learning, we restructured our tours programme, including overseas for the first time since Covid Lockdown. The talks programme has expanded year on year, we have been able to strengthen our educational objectives for all ages, cultures and abilities.

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.

Our commemorative lantern project continues to expand 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 3 day overseas tour of 22 to 24 March this year had the successful aim of exploring the contribution of soldiers from the Commonwealth, many of whom not only left from our shores, but passed through Shorncliffe itself.

## Section E Financial review

### Brief statement of the charity's policy on reserves

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 any funds materially in deficit

N/A

### Further financial review details (Optional information)

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

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

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.

## Section F Other optional information

## Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s) S E Law

Full name(s) Susan Elaine Law

Position (eg Secretary, Chair, etc) Secretary

Date 27 December 2024



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  
1-Apr-23

To

Period end date  
31-Mar-24

### 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	968	-	-	968	-
Book Sales	440	-	-	440	-
Funding Crowdfunder	-	95	-	95	-
Fundraising	2,317	-	-	2,317	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	3,725	95	-	3,820	-
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	3,725	95	-	3,820	-
<b>A3 Payments</b>					
Expenses	309	-	-	309	-
Storage	600	-	-	600	-
Purchases	900	-	-	900	-
Insurance	475	-	-	475	-
Aim	71	-	-	71	-
Web Costs	158	-	-	158	-
Fundraising Costs	600	-	-	600	-
Crowdfunder Refund	-	1,000	-	1,000	-
	-	-	-	-	-
<b>Sub total</b>	3,113	1,000	-	4,113	-
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	3,113	1,000	-	4,113	-
<b>Net of receipts/(payments)</b>	612	905	-	293	-
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	2,403	3,421	-	5,824	-
<b>Cash funds this year end</b>	3,015	2,516	-	5,531	-

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 £
B1 Cash funds	Lloyds Bank	2,283	2,516	-
	PayPal	731.59	-	-
		-	-	-
	Total cash funds	3,015	2,516	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	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	12/27/2024	
	S E Law	Susan Elaine Law	12/27/2024	