

Kents Cavern Foundation

(CIO no. 1154561)

Annual Report of the Trustees

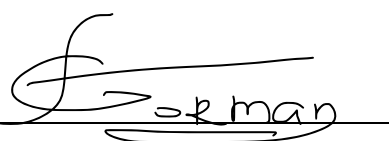
Year ended 31st December 2023

Name	Kents Cavern Foundation
Charity number	1154561
Address	Kents Cavern Prehistoric Caves Ilsham Road Torquay TQ1 2JF
Trustees at date Report approved	Robert Cox (appointed 3 August 2023) Timur Gorman (appointed 3 August 2023) James Hull
Other Trustees serving during the year	Nick Powe (resigned 3 August 2023) Maureen McAllister (resigned 3 August 2023)
Main contact:	Robert Cox 07376 009460 Rob@tudorhotels.co.uk

1. Structure, governance and management <i>Constitution, organisational structure, how Trustees are appointed, trained and how the charity's decision making processes work.</i>	
	<p>1.1 GOVERNANCE Three Trustees served throughout the year and we continue to seek new Trustees to strengthen the board up to the maximum permitted 12.</p> <p>1.2 METHOD OF APPOINTMENT OF TRUSTEES Potential Trustees are identified by assessing skill or capacity shortfalls amongst the existing Board. Recruitment is currently by word of mouth and personal recommendation. New Trustees are appointed to the board by a majority vote of the existing Trustees. Each Trustee serves for a minimum period of 3 years.</p> <p>1.3 POLICIES ADOPTED FOR THE INDUCTION AND TRAINING OF TRUSTEES New Trustees have an initial meeting with the Chairman and given an Induction Pack which includes the Foundation's constitution, latest Annual Report and statement of accounts.</p> <p>1.4 ORGANISATIONAL STRUCTURE AND DECISION MAKING Decision-making of the Foundation is undertaken by the Board of Trustees at its meetings. Regular meetings take place between the Trustees and volunteers of the charity. The Board considers strategic matters and major practical issues affecting the work of the Foundation, agrees budgets and key initiatives, and sets priorities and timetables for future developments.</p> <p>1.5 RISK MANAGEMENT Risk management is regularly reviewed by the Trustees and considered by the charity's staff. The charity has adopted and follows relevant risk management procedures of Kents Cavern Ltd in respect of capital and financial investments, safeguarding, employing and paying staff, overseeing and managing volunteers, and handling complaints.</p> <p>1.6 CONFLICTS OF INTEREST The Trustees have a policy to prevent conflicts of interest arising between Trustees, the charity's volunteers and staff and objectives of the charity.</p>
2. Aims and objectives of the charity	
	<p>2.1 OBJECTIVES AND ACTIVITIES The principle aims of the charity are to conserve the prehistoric underground caves at Kents Cavern and surrounding area covered by the Scheduled Ancient Monument listing and the SSSI designation; to advance the education of the general public by providing learning packs, sessions and activities focused on the prehistory and geological heritage of the site; facilitating and coordinating scientific research and educational activities.</p>
3. Financial review <i>Including policy on reserves</i>	
	<p>3.1 POLICY ON RESERVES The Trustees have a policy to maintain cash reserves of at least 3 months' running costs.</p> <p>3.2 PRINCIPAL FUNDING</p>

	<p>Income during the year was from donations collected by Kents Cavern Ltd's online ticketing system and an individual donation.</p> <p>3.3 ACHIEVEMENTS, PERFORMANCE AND FUTURE PLANS Donations are collected via the Kents Cavern online ticketing system to boost the charity's reserves. The remit of the charity remains a commitment to the conservation of the caverns and advancement of education at the caves, all of which was undertaken by the owners of the heritage asset, Kents Cavern Ltd, during the year. The income will be spent on conservation projects in 2024.</p>
<p>4. Funds held as custodian trustee on behalf of others <i>Description of the asset, the name and objects of the charity on whose behalf the assets are held, and details of the arrangements for safe custody and segregation of the asset from charity own</i></p>	
	<p>4.1 CUSTODIAN OF FUNDS OF OTHERS The Foundation does not hold any reserves or funds for others.</p>
<p>5. Public benefit statement <i>A statement from Trustees confirming they have complied with their duty.</i></p>	
	<p>5.1 PUBLIC BENEFIT The Trustees have reviewed the activities of the charity in the light of the guidance published by the Charity Commission on public benefit. The Trustees are satisfied that the Foundation's activities are for the public benefit, relating as they do to the conservation of the environment and heritage of the cavern and the advancement of education. This benefits the community in maintaining an important prehistoric heritage site and environmental asset for the enjoyment of local people and visitors to the area.</p>

For and on behalf
of the Board of Trustees:



Date: 23rd July 2024
Chair of Trustees

Kents Cavern Foundation

CIO no: 1154561

Formed and registered with Charity Commission on 12 November 2013

Accounts for 12 month period ended 31 December 2023

Basis of preparation: Receipts and payments

	Project Digging Deeper	General KCF account	T Williams Fund	Total	2022
	£	£	£	£	£
Balance b/fwd		3,875.20		3,875.20	2,660.78
Income					
From Kents Cavern (Ticketing)		676.83		676.83	1,439.42
Donation from Totnes U3A Lecture		20.00		20.00	-
Total income	-	696.83	-	696.83	1,439.42
Spending					
Educational material - Housing Seagull		-		-	25.00
Conservation and research - Torquay Museum - Archiving		-		-	200.00
Accommodation costs for Raking Light – Cave Graffiti research		819.00		819.00	-
Prehistoric technologist for Stone Age Coast – Geopark Festival Week		679.56		679.56	-
3 x education promotional films		415.00		415.00	
Total spending	-	1,913.56	-	1,913.56	225.00
Net income/(loss) after spending	-	(1,216.73)	-	(1,216.73)	1,214.42
 Funds carried forward	-	2,658.47	-	2,658.47	3,875.20
Represented by :					
Balance at Bank				2,591.02	3,807.75
VAT due from HMRC				-	-
Petty Cash balance				67.45	67.45
				<u>£2,658.47</u>	<u>£ 3,875.20</u>

Accounts approved by:

23rd July 2024

Chairman of board of Trustees