

THORPE CAMP PRESERVATION GROUP LIMITED
(LIMITED BY GUARANTEE)

Company Number 08729269 (England & Wales)
Charity Number 1154931

DIRECTORS' AND TRUSTEES' REPORT
AND ACCOUNTS
FOR THE YEAR ENDED
31 OCTOBER 2020

THORPE CAMP PRESERVATION GROUP LIMITED
(LIMITED BY GUARANTEE)

Company Information

Directors and Trustees	Nicholas John Bird William James Skinner Anthony Freeman Heather Bird Robert Hodgson
Secretary	Nicholas John Bird
Registered Office	Lancaster Farm Tumby Woodside Boston Lincolnshire PE22 7SP
Independent Examiner	Mrs Nicola Lenton FCCA Dexter & Sharpe Chartered Certified Accountants The Old Vicarage Church Close Boston, Lincolnshire PE21 6NA
Company Number	08729269 (England & Wales)
Charity Number	1154931

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(LIMITED BY GUARANTEE)

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THORPE CAMP PRESERVATION GROUP LIMITED
(LIMITED BY GUARANTEE)

Directors' and Trustees' Report for the Year Ended 31 October 2020

The directors, who are also trustees of the charity, present their annual report and the financial statements for the year ended 31 October 2020.

The company was incorporated on 11 October 2013 and registered as a charity on 8 December 2013.

Objects of the charity, principal activities and organisation of our work

The charity is constituted as a company limited by guarantee, and is therefore governed by a memorandum and articles of association.

The company is a registered charity with the principal activity of the operation of historical sites and buildings and similar visitor attractions.

The object of the charity is to advance the education of the general public by the acquisition and restoration of the former No. 1 Communal site, Royal Air Force Woodhall Spa, creating a visitor centre, and furthering an interest in Royal Air Force Woodhall Spa and its war-time squadrons, civil life in Lincolnshire during World War II and aviation history in general. It does not seek to justify or glorify war. It is not a re-enactment society nor is it commercially motivated. It is entirely non-political and applications for membership are welcomed from anyone with an interest in the subject. The object of the Group is to further the interest in the public in the recent history of Royal Air Force Woodhall Spa and life in Lincolnshire during World War II by the management of the Thorpe Camp Visitor Centre, by promoting and supporting related events and projects and to keep close contact with like-minded groups and organisations. The Directors/Trustees are keen to support related projects and activities within schools and are committed to seeking association with the younger generation. The Directors/Trustees remain active and committed to the challenges ahead and are aware of the need to review and improve the administration systems and controls required to support the Group.

Directors and Organisational Structure

The directors who served during the period were:

Nicholas John Bird
William James Skinner
Anthony Freeman
Heather Bird
Robert Hodgson

At each annual general meeting one third of the directors must retire from office. The directors to retire by rotation shall be those who have been longest in office since their last appointment. If a director is required to retire at an annual general meeting the retirement shall take effect upon the conclusion of the meeting. No person other than a director retiring by rotation may be appointed a director at any general meeting. All members who are entitled to receive notice of a general meeting must be given not less than 7 nor more than 28 days' notice of any resolution to be put to the meeting to appoint a director other than a director who is to retire by rotation.

Volunteers

The charity relies on the voluntary work of the directors and members.

Recruitment and appointment of new Trustees

Any new Director/Trustee will be a member of the Group and will therefore be familiar with the activities of the Group. On appointment as a Trustee each is advised on the role and responsibility of a charity's trustee.

Organisation

The Directors/Trustees determine the general management of the Group and have met on only 7 occasions during the year. This was due to the government lockdown and Covid-19 compliance. There have been no major changes in the policies adopted to achieve the objectives during the year. However, there have been new policies created in order to accommodate the Covid-19 compliances as per National and Local requirements.

Investment Powers

Under the Memorandum and Articles of Association, the Trustees have the power to expend the funds of the Charity in such a manner as they consider most beneficial for the achievement of the objects of the Charity.

THORPE CAMP PRESERVATION GROUP LIMITED
(LIMITED BY GUARANTEE)

Directors' and Trustees' Report for the Year Ended 31 October 2020 Contd..

Development, activities and achievements

The Trustees are pleased to report that our thirty second year has proved to have been one of our most challenging and successful years for the group. The Charity saw a rise in the number of visitors to the Camp on the regular opening days. The limited Sunday and Bank Holiday openings together with the Wednesdays in July and August continued to be a hit with our visitors.

The number of 'Trip Advisor' reviews continues to grow, the majority giving excellent reports with only a handful listing the Centre as 'very good', there was not one adverse review during the year.

It has been another successful year and the trustees offer a big thank you to all members who contributed towards achieving this success.

Transactions, financial position and reserves

During the period the charity had incoming resources of £45,202 (2019 - £37,539) and outgoing resources of £24,234 (2019 - £23,178) leaving a surplus of £20,968 (2019 - £14,361) for the year. The charity has reserves of £124,657 (2019 - £103,689) to continue its work.

Reserves Policy and Risk management

The Charity's policy is to maintain reserves at a sufficiently high level so as to

1. Allow the charity to continue to exist through periods of low income
2. Assist with capital expenditure

The major risks to which the charity has been exposed have been identified in the charity's business plan. These are reviewed by the managing trustees as appropriate.

Statement of trustees' responsibilities

The trustees are required by law to prepare financial statements for each financial year which give a true and fair view of the financial activities of the charity and of its financial position at the end of that year. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether the policies adopted are in accordance with the Companies Act 2006 and with applicable accounting standards and statements of recommended practices, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small Company Rules

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

This report was approved by the board on 17 May 2021 and signed on its behalf.



N Bird
Director

THORPE CAMP PRESERVATION GROUP LIMITED
(LIMITED BY GUARANTEE)

**Independent Examiner's Report to the Trustees Of
Thorpe Camp Preservation Group Limited**

I report on the accounts of the company for the year ended 31 October 2020 set out on pages 6 to 11.

Responsibilities and basis of report

As the charity's trustees of the Company (who are also the directors of the company 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 for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as 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

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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.



NICOLA LENTON FCCA
Independent Examiner
Dexter & Sharpe
Chartered Certified Accountants
The Old Vicarage
Church Close
Boston, Lincolnshire
PE21 6NA

17 May 2021

THORPE CAMP PRESERVATION GROUP LIMITED
(LIMITED BY GUARANTEE)

Statement of Financial Activities
(Including Income & Expenditure Account)
For the Year Ended 31 October 2020

		<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Total</u>
		<u>Funds</u>	<u>Funds</u>	<u>2020</u>	<u>2019</u>
		<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
<u>Notes</u>	Income and endowments from:				
2	Donations and Legacies	33,877	-	33,877	11,911
3	Charitable Activities	4,028	-	4,028	9,122
4	Other Trading Activities	<u>7,297</u>	<u>-</u>	<u>7,297</u>	<u>16,506</u>
	Total Income	<u>45,202</u>	<u>-</u>	<u>45,202</u>	<u>37,539</u>
	Expenditure on:				
	Raising Funds:				
5	Running Costs	19,864	394	20,258	17,835
6	Operating Expenditure	2,368	-	2,368	3,847
7	Managing & Administering the Charity's Activities	<u>1,608</u>	<u>-</u>	<u>1,608</u>	<u>1,496</u>
	Total Expenditure	<u>23,840</u>	<u>394</u>	<u>24,234</u>	<u>23,178</u>
	Net Income/(Expenditure) for the Year	21,362	(394)	20,968	14,361
	Total Funds brought forward	<u>98,061</u>	<u>5,628</u>	<u>103,689</u>	<u>89,328</u>
	Total Funds carried forward	<u>119,423</u>	<u>5,234</u>	<u>124,657</u>	<u>103,689</u>

There were no recognised gains and losses for the trading period other than those included in the statement of financial activities.

The notes on pages 8 to 11 form part of these accounts

THORPE CAMP PRESERVATION GROUP LIMITED
(LIMITED BY GUARANTEE)

Company Number 08729269 (England & Wales)

Balance Sheet as at 31 October 2020

<u>Notes</u>	<u>2020</u>	<u>2019</u>
	<u>£</u>	<u>£</u>
8 Fixed Assets	68,889	62,468
Current Assets		
9 Prepayments	306	295
Cash at Bank and In Hand	53,790	40,556
Stock	<u>1,912</u>	<u>610</u>
Total Current Assets	<u>56,008</u>	<u>41,461</u>
10 Creditors: amounts falling due within one year	<u>240</u>	<u>240</u>
Net Current Assets	<u>55,768</u>	<u>41,221</u>
Net Assets	<u>124,657</u>	<u>103,689</u>
Funds		
11 Unrestricted Funds	119,423	98,061
Restricted Funds	<u>5,234</u>	<u>5,628</u>
	<u>124,657</u>	<u>103,689</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 October 2020.

The trustees have not required the charitable company to obtain an audit of its financial statements for the year ended 31 October 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for:

- (a) ensuring that the charitable company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006; and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies.

The financial statements were approved by the Board of Trustees on 17 May 2021 and were signed on its behalf by:

N Bird
Director



The notes on pages 8 to 11 form part of these accounts

THORPE CAMP PRESERVATION GROUP LIMITED
(LIMITED BY GUARANTEE)

Notes to the Accounts for the Year Ended 31 October 2020

1. ACCOUNTING POLICIES

Basis of Preparation of Accounts

The financial statements of the charitable company, which a public benefit entity under FRS 102, 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 2016)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Tangible Fixed Assets and Depreciation

Tangible fixed assets are stated at cost or valuation less depreciation. Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Improvements to Property	- 1% on Cost
Display Stands	- 12.5% Reducing Balance Basis

Incoming Resources

Income from subscriptions, donations, grants including capital grants and gifts are included in incoming resources when these are received.

Value Added Tax

Value added tax is not recoverable by the charity, and as such is included in the relevant costs in the financial statements.

Staff Costs

No remuneration was paid to any director or trustee during the year. No director or trustee had any undisclosed material interest in any transaction with the company during the year.

Income

Voluntary income and donations are accounted for as received by the charity.

Funds

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and which are available as general funds.

Restricted funds are amounts receivable by the charity where the use is specified by the donor, or where funds have been internally generated for a specific purpose relating to the objects of the charity. Full details relating to the restricted funds of the charity are included within the notes to the accounts.

2. DONATIONS AND LEGACIES

	<u>Unrestricted</u> <u>Funds</u> <u>£</u>	<u>Restricted</u> <u>Funds</u> <u>£</u>	<u>Total</u> <u>2020</u> <u>£</u>	<u>Total</u> <u>2019</u> <u>£</u>
Donations	32,782	-	32,782	10,346
Donations from Refreshments	-	-	-	-
Donations Box	-	-	-	-
Memberships	<u>1,095</u>	<u>-</u>	<u>1,095</u>	<u>1,565</u>
	<u>33,877</u>	<u>-</u>	<u>33,877</u>	<u>11,911</u>

THORPE CAMP PRESERVATION GROUP LIMITED
(LIMITED BY GUARANTEE)

Notes to the Accounts Continued for the Year Ended 31 October 2020

3. CHARITABLE ACTIVITIES

	<u>Unrestricted</u> <u>Funds</u> £	<u>Restricted</u> <u>Funds</u> £	<u>Total</u> <u>2020</u> £	<u>Total</u> <u>2019</u> £
Shop and Cafe Sales	4,028	-	4,028	9,122
Storage	-	-	-	-
	<u>4,028</u>	<u>-</u>	<u>4,028</u>	<u>9,122</u>

4. OTHER TRADING ACTIVITIES

Centre Gate – Suns and Bank Holidays	1,785	-	1,785	4,050
Centre Gate – Wednesday	895	-	895	1,248
Centre Gate – 40's Weekend	-	-	-	3,298
Centre Gate – Monday	85	-	85	-
Centre Gate – Saturday	265	-	265	392
Centre Gate – Card	3,637	-	3,637	2,854
Centre Gate – Radio Rally	-	-	-	1,585
Stall Rents	630	-	630	395
Caravan Rally	-	-	-	2,544
Museums at Night	-	-	-	140
ACE Grant	-	-	-	-
ELDC Grant	-	-	-	-
Room Hire	-	-	-	-
Sale of Radio Equipment	-	-	-	-
40's Weekend	-	-	-	-
Didi Campers	-	-	-	-
Sale of Books	-	-	-	-
	<u>7,297</u>	<u>-</u>	<u>7,297</u>	<u>16,506</u>

5. RUNNING COSTS

Repairs	14,213	-	14,213	11,262
Light & Heat	3,027	-	3,027	3,119
Rates	254	-	254	219
Insurance	723	-	723	703
Drainage Rates	16	-	16	15
Sewage Removal	972	-	972	1,590
Depreciation	659	394	1,053	927
	<u>19,864</u>	<u>394</u>	<u>20,258</u>	<u>17,835</u>

THORPE CAMP PRESERVATION GROUP LIMITED
(LIMITED BY GUARANTEE)

Notes to the Accounts Continued for the Year Ended 31 October 2020

6. OPERATING EXPENDITURE

	<u>Unrestricted</u> <u>Funds</u> £	<u>Restricted</u> <u>Funds</u> £	<u>Total</u> <u>2020</u> £	<u>Total</u> <u>2019</u> £
Shop Stock	1,427	-	1,427	961
Stationery	376	-	376	266
Other Expenditure	<u>565</u>	<u>-</u>	<u>565</u>	<u>2,620</u>
	<u><u>2,368</u></u>	<u><u>-</u></u>	<u><u>2,368</u></u>	<u><u>3,847</u></u>

7. MANAGING AND ADMINISTERING THE CHARITY'S ACTIVITIES

Advertising	286	-	286	345
Accountancy	1,137	-	1,137	996
Telephone	80	-	80	100
Credit Card Fees	<u>105</u>	<u>-</u>	<u>105</u>	<u>55</u>
	<u><u>1,608</u></u>	<u><u>-</u></u>	<u><u>1,608</u></u>	<u><u>1,496</u></u>

8. FIXED ASSETS

	<u>Improvements</u> <u>To Property</u> £	<u>Display</u> <u>Stands</u> £	<u>Total</u> <u>2020</u> £
Cost			
At 1 November 2018	60,256	7,022	67,278
Additions	<u>7,473</u>	<u>-</u>	<u>7,473</u>
At 31 October 2019	<u><u>67,729</u></u>	<u><u>7,022</u></u>	<u><u>74,751</u></u>
Depreciation			
At 1 November 2018	938	3,872	4,810
Charge for Year	<u>659</u>	<u>394</u>	<u>1,053</u>
At 31 October 2018	<u><u>1,596</u></u>	<u><u>4,266</u></u>	<u><u>5,862</u></u>
Net Book Value 31 October 2019	<u><u>66,133</u></u>	<u><u>2,756</u></u>	<u><u>68,889</u></u>
Net Book Value 31 October 2018	<u><u>59,318</u></u>	<u><u>3,150</u></u>	<u><u>62,468</u></u>

THORPE CAMP PRESERVATION GROUP LIMITED
(LIMITED BY GUARANTEE)

Notes to the Accounts Continued for the Year Ended 31 October 2020

	<u>2020</u> <u>£</u>	<u>2019</u> <u>£</u>
<u>9. DEBTORS: DUE WITHIN ONE YEAR</u>		
Prepayments	<u>306</u>	<u>295</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

Accruals	<u>240</u>	<u>240</u>
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11. FUNDS OF THE CHARITY

- (a) The restricted capital funds are to be utilised to replace fixed assets and maintain the educational equipment and assets in a suitable condition.
- (b) Unrestricted funds represent the accumulated revenue of the charity.
- (c) Analysis of net assets between funds:

	<u>Restricted</u> <u>Capital Funds</u> <u>£</u>	<u>Unrestricted</u> <u>Funds</u> <u>£</u>	<u>Total</u> <u>£</u>
Tangible fixed assets	2,756	66,133	68,889
Net current assets	2,478	53,290	55,768
	<u>5,234</u>	<u>119,423</u>	<u>124,657</u>

12. SHARE CAPITAL

The company is incorporated under the Companies Act as a Guarantee company. No share capital has been issued. In the event of the company's winding up each member may be required to contribute an amount not exceeding £1 as a contribution towards the debts and liabilities of the company.