



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	11	2024		31	10	2025

Section A Reference and administration details

Charity name Bottisham Airfield Museum

Other names charity is known by

Registered charity number (if any) 1159036

Charity's principal address Wilbraham Road

Bottisham

Cambridge

Postcode

CB25 9BU

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	Jason Webb	Chair of Trustees	Whole Year	
2	Ollie Camp		Whole Year	
3	Jenny Hirst		Resigned March 2025	
4	Steve Dartford		Appointed March 2025	Chair of Trustees
5	Phil Smallshaw		Appointed April 2025	Chair of Trustees

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

Name	Dates acted if not for whole year

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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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution

How the charity is constituted
(eg. trust, association, company)

CIO

Trustee selection methods
(eg. appointed by, elected by)

Appointed by the Chair of the Trustees

Additional governance issues (Optional information)

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

- policies and procedures adopted for the induction and training of Trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- Trustees' consideration of major risks and the system and procedures to manage them.

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Summary of the objects of the charity set out in its governing document

To establish and maintain a Museum and archive for the benefit of the public to be known as the Bottisham Airfield Museum and in furtherance of this the Trustees shall have power:

- a) to collect, restore, conserve and display items relevant to the history of Bottisham airfield, including material relating to the home front in the local communities.
- b) to establish and maintain a reference archive facility and to acquire materials for this purpose,
- c) to educate the public in the role of the airfield, the units that served there and the role the local villages played in the war effort,
- d) to record the history of the Royal Air Force (RAF) and the United States Army Air Force (USAAF) with particular reference to their connection to Bottisham airfield, and
- e) to promote and encourage research into Bottisham Airfield 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)

The Museum opened to the public from April 2025 to November 2025 on Wednesday and Sunday each week. Museum volunteers were on hand to engage with and provide information to visitors about Bottisham airfield and to help with the interpretation of Museum displays and exhibits. The Museum welcomed visits from youth and community groups as well as veteran's associations and museum tour groups from the United States.

Periodic events were held to raise funds and promote awareness of the Museum; the annual 'Bottisham at War' 1940's weekend with the Battle of Britain Memorial Flight, and three one-day Classic and Military vehicle events.

As well as on-site activities, the Museum's outreach program provided a Museum stall at shows and events and gave talks on the airfield and its history to community groups in the local area.

Throughout the year the Trustees and the curatorial team worked to catalogue the Museum's collection and acquire relevant historic artefacts as they became available.

In setting the above objectives and planning the activities of the charity, the Trustees have given careful consideration to the Charity Commission's public benefit guidance.

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.

Summary of the main achievements of the charity during the year

- We are attracting more visitors to the Museum. The total number of visits to the Museum increased by 10% from last year to over 3,000 in 2025, at a time when similar organisations are seeing reductions.
- We continue to increase the size, skillset and diversity of our volunteer group, and have attracted more younger volunteers to our team this year.
- Following the closure of the *IWM Duxford Land Warfare Hall* this year, the Museum is proud to welcome and provide a new home to the former Duxford Aviation Society's Military Vehicle Group. The group's skilled and experienced volunteers bring a new dimension to our offering and exciting possibilities for future development.
- The Museum has acquired a 1930s vintage Tiger Moth biplane trainer, gifted from IWM Duxford. This historic aircraft is highly relevant to the story of Bottisham Airfield and is on public display.
- We've grown our footprint. The Museum opened a new display space to the public in April and added a new Nissen Hut style building for use in the restoration of historic military vehicles.
- We undertook more outreach events than ever before – taking the museum to new audiences both through having stalls at events (IWM Duxford flying days, the Victory Show, Cambridge Country Show etc.) and by giving talks at local clubs and societies.
- We attracted more organised tour groups to the museum than ever before.
- We significantly increased the size and scope of our historical archive through the acquisition of additional artefacts, documents, letters and photographs including the *Clyde Arrants Collection*.
- We won a fourth consecutive Travelers Choice Award from TripAdvisor.
- In February 2026 the Museum purchased five acres of land adjacent to the existing Museum site and buildings. This strategic acquisition is a significant step to ensuring the future viability of the Museum and will provide exciting opportunities for future growth.

Brief statement of the charity's policy on reserves

Cash reserves will be maintained to cover the Charity's current obligations and provide a contingency to meet the base fixed costs of the Charity and the museum buildings for a period of six months in the event of unforeseen events (Base fixed costs c. £11k for six months based on historic run-rate).
Further reserves may be maintained to fund strategic objectives.

Details of any funds materially in deficit

None

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.

Financial Review:

Total revenues for the museum were £144.3k in the year 2024/25 compared to £134.7k in 2023/24, an increase of 7%.

Key sources of funding in the year were donations contributing 29% of the total (last year 27%), café and shop sales 41% (last year 32%), and public admissions to the museum 9% (last year 10%). Revenues from events contributed 16% (last year 16%). Other income derived from facilities hire, sales commissions (e.g. for helicopter experience flights) and other activities contributed 5% of total income in 2024/25 compared to 15% in the previous year.

Regular Museum opening hours in 2024/25 were unchanged from the previous year (Wednesdays and Sundays, from March to November) and admission prices were kept at prior year levels. While the number of museum visits this year increased by 288 to 3,046 (+10%), revenue from admissions was equal to last year at £13.2k due to the visitor mix: an increased proportion of concession entries and season ticket holder return visits. This was mitigated to some extent by the introduction of discretionary gift aid on Museum entry fees that generated £1.2k (last year: zero).

The offering and look of the Museum Shop was refreshed for 2025, and shop sales in the year increased by 75% to £21.0k (last year £12.0k). After adjusting for inventory movements, the shop earned a gross profit (GP) of 36.6% of sales v. 34.9% last year. Café sales of £37.7k were up by 22% (last year £31.0k), and GP was 58.5% of sales v. 58.9% last year.

Event revenues of £23.0k were 7% up on the previous year (last year £21.4k), for the 'Bottisham at War' weekend and three Classic Car shows.

Total operational expenditure in 2024/25 excluding purchases of items for resale in the shop and café was £76.1k, an increase of £7.8k or 11% on the previous year (last year £68.3k).

Spend on assets and capital items in 2024/25 was £24.1k (last year £11.1k), the most significant item for 2025 being the construction of a Nissen Hut / Workshop at £17.5k.

At the end of the reporting period the Charity's cash position was improved with a bank balance of £112.2k compared to £97.8k at the end of October 2024.

Related Party Transactions:

Payments made during the year to Trustees for reimbursement of expenses incurred totaled £1,922 (last year £1,491):

- Jason Webb £1,096; for fuel & mileage expenses, a marquee and exhibits purchased for museum, and café supplies.
- Phil Smallshaw £27; for stationery.
- Ollie Camp £799; for IT equipment purchased for the museum.

These payments were made in accordance with the terms of the charity's trust deed, and with regard to the applicable sections of the Charities Act 2011.

Subsequent Events:

In February 2026 the Museum purchased five acres of land adjacent to the existing museum property for use in furtherance of the Museum's charitable objectives.

Section F**Other optional information**

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Section G**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Jason Webb (Apr 24, 2026, 2:08pm)

Full name(s)

Jason Webb	
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Position (eg Secretary,
Chair, etc)

Chair of Trustees	
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Date

24 Apr 2026



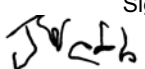
Receipts and payments accounts

For the period from	Period start date 01/11/2024	To	Period end date 31/10/2025
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	36,513	6,000	-	42,513	36,364
Café Sales	37,702	-	-	37,702	31,022
Events	22,981	-	-	22,981	21,411
Gift Shop Sales	20,982	-	-	20,982	12,019
Museum Admissions	13,194	-	-	13,194	13,162
Facilities Hire	4,350	-	-	4,350	3,600
Gift Aid	1,242	-	-	1,242	-
Rental Income	-	-	-	-	8,460
Other Income	1,855	-	-	1,855	8,176
Sub total (Gross income for AR)	138,818	6,000	-	144,818	134,214
A2 Asset and investment sales, (see table).					
Replica Merlin Engine (Deposit Refunded)	- 500	-	-	- 500	500
Sub total	- 500	-	-	- 500	500
Total receipts	138,318	6,000	-	144,318	134,714
A3 Payments					
Gift Shop Purchases	14,854	-	-	14,854	8,941
Café Purchases	14,824	-	-	14,824	13,175
Renovations	14,450	-	-	14,450	17,164
Materials & Tools	9,799	-	-	9,799	9,350
Event Expenses	9,198	-	-	9,198	5,859
Security & Safety	7,237	-	-	7,237	5,178
Electricity	5,746	-	-	5,746	3,361
Consultancy and Advice	3,915	-	-	3,915	1,500
Gardening	3,579	-	-	3,579	2,459
Insurance	3,397	-	-	3,397	1,885
Rental Expense	2,500	-	-	2,500	2,500
Toilet & Welfare	2,202	-	-	2,202	1,549
Waste	1,987	-	-	1,987	1,573
Outside Catering	1,933	-	-	1,933	1,924
Exhibits	1,585	-	-	1,585	7,367
Printing	1,365	-	-	1,365	977
Marketing	1,194	-	-	1,194	785
Post Office & Stationery	1,146	-	-	1,146	177
Internet and IT	872	-	-	872	1,043
Water	358	-	-	358	144
Business Rates	299	-	-	299	-
Permits & Licenses	22	-	-	22	62
Other Expenses	3,343	-	-	3,343	3,415
Sub total	105,805	-	-	105,805	90,388
A4 Asset and investment purchases, (see table)					
Exhibits	4,304	-	-	4,304	7,867
Cafe Appliances	623	-	-	623	1,305
Plant & Machinery	521	-	-	521	844
Aircraft hanger	-	-	-	-	774
IT Equipment	1,101	-	-	1,101	263
Construction of Nissen Hut Workshop	11,531	6,000	-	17,531	-
Sub total	18,081	6,000	-	24,081	11,052
Total payments	123,885	6,000	-	129,885	101,440
Net of receipts/(payments)	14,433	-	-	14,433	33,274
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	97,773	-	-	97,773	64,499
Cash funds this year end	112,206	-	-	112,206	97,773

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 Treasurer's Account Oct 31st	6,664	-	-
	Lloyds Bank Deposit Account Oct 31st	105,482	-	-
	Cash floats - Shop & Café	60	-	-
	Total cash funds	112,206	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £	
B2 Other monetary assets	Details			
	Gift Aid for 2024/5 Unclaimed	44	-	-
B3 Investment assets	Details			
B4 Assets retained for the charity's own use	Details			
	Land & Buildings	Unrestricted	717,057	
	Collection & Exhibits	Unrestricted	61,835	
	Aircraft Hanger	Unrestricted	14,100	
	Café Appliances	Unrestricted	2,395	
	IT Equipment	Unrestricted	1,879	
	Plant & Machinery	Unrestricted	1,879	
	Tiger Moth - Gifted (Replacement Value)	Unrestricted	-	35,000
B5 Liabilities	Details			
	British Gas	Unrestricted	392	
	Simpsons Nurseries	Unrestricted	343	
	Toolstation	Unrestricted	130	
	Veolia	Unrestricted	92	
	Cambridge Fibre	Unrestricted	35	
	Troy Security	Unrestricted	279	
	Price Bailey LLP	Unrestricted	1,680	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
			Jason Webb - Chair of Trustees	24 Apr 2026
Jason Webb (Apr 24, 2026, 2:08pm)				

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BOTTISHAM AIRFIELD MUSEUM

FOR THE YEAR ENDED 31 OCTOBER 2025

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 October 2025 which are set out on pages 1 to 8.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.



Suzanne Goldsmith FCA

For and behalf of

Price Bailey LLP

Tennyson House
Cambridge Business Park
Cambridge
CB4 0WZ

Date: 27 April 2026