

**Report of the Trustees and
Financial Statements
for the Year Ended 31 December 2023
for
The Police Arboretum Memorial Trust**

Locke Williams Associates LLP
Chartered Accountants
Registered Auditors
c/o Blackthorn House
St Pauls Square
Birmingham
West Midlands
B3 1RL

The Police Arboretum Memorial Trust

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The Police Arboretum Memorial Trust

Chairman's Report for the Year Ended 31 December 2023

The Police Arboretum Memorial Trust is responsible for the UK Police Memorial which pays tribute to our police service and honours the dedication, courage and sacrifice of those officers and staff who have given their lives to policing. Dedicated in the presence of HM The Prince of Wales in 2021, the UK Police Memorial provides a place of ceremony, remembrance and quiet reflection at the National Memorial Arboretum in Staffordshire, the UK's national place for year-round remembrance.

Since 1749 and the creation of the Bow Street Runners as the world's first recognised police service, over 4,000 men and women have given their lives to serve and protect our communities in the United Kingdom. Losses in British Colonial and other UK administered forces overseas number as many as a further 1,000.

The sacrifices made by the officers and staff of our police services deserve to be acknowledged and that tribute must become a part of the fabric of our national life. It is therefore fitting that, to honour the lives of the men and women who have given so much to serve and protect our communities, our nation should have a place of remembrance and celebration - both for them and their families.

We are now working to fully complete the Memorial project in partnership with the Police Remembrance Trust, Staffordshire University and Accenture, a final phase which will include the development of a digital remembrance programme, and funding to endow a long-term maintenance programme for both the physical and digital elements of the Memorial.

The digital remembrance programme (<https://www.ukpolicememorial.com/digital-remembrance-programme/>), will use the latest multi-media technology to tell the stories behind the badge, commemorating by name those 4,000 plus members of our police service who have given their lives to the service. It will honour lives lived as well as remembering lives lost.

Our project is one of major national significance, supported by leaders, forces and associations of the police service. The Trustees and Patrons of the Police Arboretum Memorial Trust invite you to help us complete the Memorial that our police service and our country so richly deserve. A heartfelt thank you to all of those who have supported us and to all who are considering support.

When we enlist with the police service, we don't sign up to lay down our lives in the service of our communities. We do know that might happen, however, and sadly it has happened to many of our colleagues over the years.

Please support us as we now complete the vision and provide the tribute our policing heroes so richly deserve.

Gavin Stephens QPM Chair
The Police Arboretum Memorial Trust
www.ukpolicememorial.org

**Report of the Trustees
for the Year Ended 31 December 2023**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2023. The trustees have adopted the provisions of 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 2019).

OBJECTIVES AND ACTIVITIES

Objectives, aims and significant activities

The Police Arboretum Memorial Trust has been established to ensure a fitting tribute is paid to the UK's police service through:

- the creation of a new UK Police Memorial at the National Memorial Arboretum in Staffordshire;
- a digital remembrance programme, commemorating those who have given their lives to policing.

The objects of the charity are:

1. The promotion of good citizenship for the public benefit through the provision and maintenance of a permanent memorial to the police officers who have lost their lives in the performance of their duties.
2. To relieve the needs of the dependents of police officers who have lost their lives in the performance of their duties by providing or assisting in the provision of counselling, support and by such other means as the Trustees may determine.

More specifically, the new Memorial aims to achieve many goals, which its trustees believe are fundamental to our country and national conscience:

- Honour the dedication, courage and sacrifice of UK policing members who have dedicated their lives to serve and protect their communities;
- Provide quiet space for personal reflection and remembrance;
- Create an area for larger public events;
- Foster a deeper understanding of UK policing nationally;
- Celebrate UK policing - our nation's gift to the world.
- Work with other police charities to support the families left behind

Public benefit

In setting these objectives and aims, the trustees have given due regard to the guidance published by the Charity Commission on Public Benefit.

**Report of the Trustees
for the Year Ended 31 December 2023**

ACHIEVEMENT AND PERFORMANCE

Charitable activities

FUNDRAISING

Fundraising during 2023 has been achieved largely through police family organisations, grant-making trusts, corporate and individual donors. The latter have been progressed mainly through personal networks of existing donors and supporters who have become ambassadors for the Trust. Leads have been progressed only where there has been an indication of interest in the Memorial project.

Public fundraising is managed via the Trust's website which leads to the Trust's Just Giving page so that individuals who opt to make a gift, do so through a publicly respected forum.

The charity has always undertaken all of its fundraising in a manner without undue intrusion, pressure or persistence.

The Trustees would like to thank those within the police family, individuals, businesses, trusts and foundations and Government for their generous support to date.

A further £550,000 is required so that we can complete the rest of the project which includes completion of the digital remembrance programme and an endowment fund which will ensure the maintenance of the Memorial in perpetuity.

DIGITAL

We are working to complete the Memorial with a digital remembrance and education programme, in partnership with the Police Remembrance Trust, Staffordshire University, the College of Policing, National Memorial Arboretum, Accenture and AWS. This element of the Memorial will be a searchable multi-media hub commemorating over 4,000 fallen members of the police service; an 'on this day' feature which lists the names of those who have fallen on the anniversary of their death, along with a citation; and historical information linked to deaths in policing over the years.

It also features a number of enhanced profiles of fallen officers and staff which tell the human stories of those behind the badge. As funding becomes available, the Trust aims to develop more of these enhanced profiles.

Funding is also needed so that we can create an education programme to highlight the history of the police service, focusing on the vital role it plays in modern society and develop an education hub to provide informed learning for students and to support teaching professionals in the delivery of key milestone within the National Curriculum and a broader education framework.

COMMEMORATIVE LEAVES

A small number of commemorative leaves, cut from the fabric of the memorial, were presented to families who have been supporting our project over recent years. It is our aspiration to make leaves available to families of the fallen, once sufficient funding can be raised.

FINANCIAL REVIEW

Principal funding sources

Principal funding to date has been secured through philanthropic donations from the majority of the UK's police forces, private donors, corporate partners and Government. The Trustees would like to express their gratitude to all who have supported the Memorial project and to all those who are considering their support.

Reserves policy

Reserves are reviewed at each meeting of the Operations Committee and of the Board of Trustees. Cashflow is closely monitored, and all activities will be reviewed, should the level of reserves fall below the amount required to operate the Trust for a period of six months.

The surplus of income over expenditure for the period is £91,991, which is in line with our reserves policy. Unrestricted free reserves are £108,780 which will contribute to the delivery of the digital remembrance and educational programme in addition to day-to-day operational costs of the Trust.

While the Trust aims to function within its operating budget, meeting short-term expenditure and liabilities, this reserves level is within anticipated levels, as work to deliver the digital remembrance programme progresses.

**Report of the Trustees
for the Year Ended 31 December 2023**

FUTURE PLANS

The Trust is focusing on completing the UK Police Memorial project which will include completion of a digital remembrance and education programme and creation of an endowment fund to ensure the maintenance of the Memorial in perpetuity.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The governing document is its Articles of Association.

Charity constitution

The Police Arboretum Memorial Trust is a charity, incorporated under the Companies Act 2006 as a company, limited by guarantee, with its registered office in England & Wales and registered with the Commission in January 2015.

Recruitment and appointment of new trustees

There are currently thirteen Trustees, all of whom have been recruited as individuals by virtue of their roles as police family stakeholders who are committed to ensuring that a new and fitting memorial to UK policing is realised.

All Trustees are appointed by ordinary resolution at Ordinary General Meetings.

Induction and training of new trustees

Trustees are inducted to the charity individually by the Chairman and the management team. In addition, all new trustees receive a copy of the Trust's Articles of Association and a summary of trustee responsibilities published by the Charity Commission.

**Report of the Trustees
for the Year Ended 31 December 2023**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure and decision making

The Board of Trustees during the year were as follows:

Gavin Stephens QPM (Chair) (appointed 13/06/2023)
Michael Foster QPM
Martyn Underhill MBE
Giles York QPM
Martin Hewitt QPM
John Partington
Rachel Swann QPM
Christopher Rowley
Martin Jelley QPM
Marc Jones
George Clarke
Rev'd Canon David Wilbraham MBE
Paul Fotheringham (Retired 26/ 10/2023)
Richard Critchley
James Slessor (appointed 13/06/2023)

They continue to meet quarterly.

An Operations Committee oversees fundraising and delivery of the second phase of the project, with all decisions ratified by the full Board at Trustees' meetings.

A Digital Working Group consisting of PAMT and partner representatives steers the development of the digital remembrance and education programmes.

The Trustees are supported in day-to-day operational matters and project management by a small management team. Management is subcontracted to Morgen Thomas Ltd, a specialist third sector advisory and fundraising organisation whose associates abide by the Chartered Institute of Fundraising Member Code of Conduct. Additional professional services such as digital development, are commissioned as and when needed. The management fee is agreed by Trustees, as is requisite spend for additional services.

The performance of Morgen Thomas Ltd is monitored through reporting at Trustee Board and Operations Committee meetings and the contract reviewed annually.

Neither the Trustees nor any of the Committee volunteers receive remuneration. Trustees may claim pre-agreed out of pocket expenses.

During 2023, the Board's key areas of focus have been to:

- Ensure funds to design, build and maintain a new UK Police Memorial are in place;
- Raise funds to design and build a Digital Remembrance Programme;
- Consult with stakeholders to ensure that the Digital Remembrance Programme is appropriate and comprehensive;

**Report of the Trustees
for the Year Ended 31 December 2023**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The following systems have been put in place specifically to manage risk:

- Risks, Assumptions, Issues and Dependencies log which is maintained by the management team and reviewed regularly both by the Project Committee and the Board;
- Project spend forecasts which are reviewed regularly by the Project Committee and the Board;
- Cashflow forecast, also reviewed regularly by the Project Committee and the Board;
- Decision by the Board to phase build to ensure that costs do not exceed secured funds
- Accounting systems manual which sets out accounting processes;
- Spot checks on accounting records administration by the charity's auditors.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

08961292 (England and Wales)

Registered Charity number

1159831

Registered office

c/o National Police Chiefs ' Council
50 Broadway
London
SW1H 0BL

Trustees

The full list of trustees serving during the period is given in the organisational structure section of this report.

Auditors

Locke Williams Associates LLP
Chartered Accountants
Registered Auditors
c/o Blackthorn House
St Pauls Square
Birmingham
West Midlands
B3 1RL

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of The Police Arboretum Memorial Trust for the purposes of company law) are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

**Report of the Trustees
for the Year Ended 31 December 2023**

STATEMENT OF TRUSTEES' RESPONSIBILITIES - continued

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The auditors, Locke Williams Associates LLP, will be proposed for re-appointment at the forthcoming Annual General Meeting.

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

Approved by order of the board of trustees on ... 28th June 2024..... and signed on its behalf by:


.....
Gavin John Stephens - Trustee

**Report of the Independent Auditors to the Members of
The Police Arboretum Memorial Trust (Registered number: 08961292)**

Opinion

We have audited the financial statements of The Police Arboretum Memorial Trust (the 'charitable company') for the year ended 31 December 2023 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2023 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and the provisions available for small entities, in the circumstances set out in note 14 to the financial statements, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

**Report of the Independent Auditors to the Members of
The Police Arboretum Memorial Trust (Registered number: 08961292)**

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

**Report of the Independent Auditors to the Members of
The Police Arboretum Memorial Trust (Registered number: 08961292)**

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Irregularities are instances of non-compliance with laws and regulations. The objectives of our audit are to obtain sufficient appropriate audit evidence regarding compliance with laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements, to perform audit procedures to help identify instances of non-compliance with other laws and regulations that may have a material effect on the financial statements, and to respond appropriately to identified or suspected non-compliance with laws and regulations identified during the audit.

In relation to fraud, the objectives of our audit are to identify and assess the risk of material misstatement of the financial statements due to fraud, to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud through designing and implementing appropriate responses and to respond appropriately to fraud or suspected fraud identified during the audit.

However, it is the primary responsibility of management, with the oversight of those charged with governance, to ensure that the charity's operations are conducted in accordance with the provisions of laws and regulations and for the prevention and detection of fraud.

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud, the audit engagement team:

- obtained an understanding of the nature of the sector, including the legal and regulatory frameworks
- that the charity operates in and how the charity is complying with the legal and regulatory frameworks;
- inquired of management, and those charged with governance, about their own identification and assessment of the risks of irregularities, including any known actual, suspected or alleged instances of fraud;
- discussed matters about non-compliance with laws and regulations and how fraud might occur including assessment of how and where the financial statements may be susceptible to fraud.

As a result of these procedures we consider the most significant laws and regulations that have a direct impact on the financial statements are FRS 102, Charities SORP (FRS 102), Companies Act 2006, Charities Act 2011, the charity's governing document and United Kingdom tax legislation. We performed audit procedures to detect non-compliances which may have a material impact on the financial statements which included reviewing the financial statements including the Trustees' Report, remaining alert to new or unusual transactions which may not be in accordance with the governing documents, inspecting correspondence with local tax authorities and evaluating advice received from external advisors.

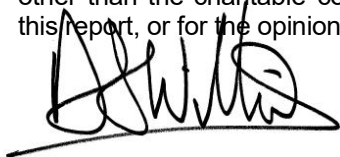
The audit engagement team identified the risk of management override of controls as the area where the financial statements were most susceptible to material misstatement due to fraud. Audit procedures performed included but were not limited to testing manual journal entries and other adjustments, evaluating the business rationale in relation to significant, unusual transactions and transactions entered into outside the normal course of business and challenging judgments and estimates.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

**Report of the Independent Auditors to the Members of
The Police Arboretum Memorial Trust (Registered number: 08961292)**

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



David Williams (Senior Statutory Auditor)
for and on behalf of Locke Williams Associates LLP
Chartered Accountants
Registered Auditors
c/o Blackthorn House
St Pauls Square
Birmingham
West Midlands
B3 1RL

Date: 5 July 2024

The Police Arboretum Memorial Trust

**Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the Year Ended 31 December 2023**

		31.12.23 Unrestricted fund £	31.12.22 Total funds £
INCOME AND ENDOWMENTS FROM	Notes		
Donations and legacies	2	231,264	142,748
Charitable activities	3		
Design and construction incl online		20	420
Sponsorship		20,000	-
Total		251,284	143,168
 EXPENDITURE ON			
Raising funds	4	1,340	11,511
Charitable activities	5		
Management		108,000	130,342
Operations and fundraising		19,044	68,587
Design and construction incl online		19,643	17,909
Memorial maintenance		7,176	19,565
Online		4,090	-
Total		159,293	247,914
 NET INCOME/(EXPENDITURE)		91,991	(104,746)
 RECONCILIATION OF FUNDS			
Total funds brought forward		16,789	121,535
 TOTAL FUNDS CARRIED FORWARD		108,780	16,789

The notes form part of these financial statements

The Police Arboretum Memorial Trust (Registered number: 08961292)

Balance Sheet
31 December 2023

	Notes	31.12.23 Unrestricted fund £	31.12.22 Total funds £
CURRENT ASSETS			
Debtors	10	24,135	1,530
Cash at bank and in hand		98,189	38,104
		122,324	39,634
CREDITORS			
Amounts falling due within one year	11	(13,544)	(22,845)
NET CURRENT ASSETS		108,780	16,789
TOTAL ASSETS LESS CURRENT LIABILITIES		108,780	16,789
NET ASSETS		108,780	16,789
FUNDS	12		
Unrestricted funds		108,780	16,789
TOTAL FUNDS		108,780	16,789

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on ...28th June 2024..... and were signed on its behalf by:

Martin Jelley
Martin Jelley (Jul 2, 2024 17:34 GMT+1)

.....
Martin Jelley QPM - Trustee

The Police Arboretum Memorial Trust

**Cash Flow Statement
for the Year Ended 31 December 2023**

	Notes	31.12.23 £	31.12.22 £
Cash flows from operating activities			
Cash generated from operations	1	<u>60,085</u>	<u>(112,012)</u>
Net cash provided by/(used in) operating activities		<u>60,085</u>	<u>(112,012)</u>
 Change in cash and cash equivalents in the reporting period		 <u>60,085</u>	 <u>(112,012)</u>
Cash and cash equivalents at the beginning of the reporting period		<u>38,104</u>	<u>150,116</u>
 Cash and cash equivalents at the end of the reporting period		 <u><u>98,189</u></u>	 <u><u>38,104</u></u>

The notes form part of these financial statements

The Police Arboretum Memorial Trust

**Notes to the Cash Flow Statement
for the Year Ended 31 December 2023**

1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	31.12.23	31.12.22
	£	£
Net income/(expenditure) for the reporting period (as per the Statement of Financial Activities)	91,991	(104,746)
Adjustments for:		
Increase in debtors	(22,605)	(1,530)
Decrease in creditors	(9,301)	(5,736)
	<u>60,085</u>	<u>(112,012)</u>
Net cash provided by/(used in) operations	<u>60,085</u>	<u>(112,012)</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.1.23	Cash flow	At 31.12.23
	£	£	£
Net cash			
Cash at bank and in hand	38,104	60,085	98,189
	<u>38,104</u>	<u>60,085</u>	<u>98,189</u>
Total	<u>38,104</u>	<u>60,085</u>	<u>98,189</u>

The notes form part of these financial statements

The Police Arboretum Memorial Trust

Notes to the Financial Statements for the Year Ended 31 December 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is 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 2019)', 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.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Grant income is recognised when there is: 1) entitlement to the grant, 2) virtual certainty that it will be received and 3) sufficient measurability of the amount. Where amounts so recognised are actually received after the balance sheet date, these are shown in the balance sheet as assets.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

Allocation and apportionment of costs

All costs, other than Governance costs, are incurred directly in support of expenditure on the objects of the charity and include:

Management	Costs of overall project management and fundraising management
Design and construction (including online)	Costs relating to the design, planning and construction of both the physical and digital memorials
Operations and fundraising	Costs incurred in support of the above activities, including advertising and branding and other general overhead costs.

All costs associated with the overall project management and design and construction of the memorial are expended through the Statement of Financial Activities, as the charity will not 'have ownership' of the memorial asset once constructed.

Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

The Police Arboretum Memorial Trust

Notes to the Financial Statements - continued for the Year Ended 31 December 2023

1. ACCOUNTING POLICIES - continued

Fund accounting

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

At this time, the charity has only received funds in furtherance of its one charitable activity and so total funds are therefore unrestricted funds.

Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

2. DONATIONS AND LEGACIES

	31.12.23	31.12.22
	£	£
Donations	224,856	137,058
Gift aid	-	5,690
Grants	6,408	-
	<u>231,264</u>	<u>142,748</u>

Grants received, included in the above, are as follows:

	31.12.23	31.12.22
	£	£
Department for Culture Media & Sport - Memorials Grant Scheme	<u>6,408</u>	<u>-</u>

3. INCOME FROM CHARITABLE ACTIVITIES

	Activity	31.12.23	31.12.22
		£	£
Sponsorship	Design and construction incl online	20	420
Sponsorship	Sponsorship	20,000	-
		<u>20,020</u>	<u>420</u>

The Police Arboretum Memorial Trust

**Notes to the Financial Statements - continued
for the Year Ended 31 December 2023**

4. RAISING FUNDS

Raising donations and legacies

	31.12.23	31.12.22
	£	£
Professional fundraising costs	1,340	11,511
	<u> </u>	<u> </u>

5. CHARITABLE ACTIVITIES COSTS

	Support costs (see note 6) £
Management	108,000
Operations and fundraising	19,044
Design and construction incl online	19,643
Memorial maintenance	7,176
Online	4,090
	<u> </u>
	157,953
	<u> </u>

6. SUPPORT COSTS

	Management £	Design and construction incl online £	Operations and fundraising £	Governance costs £	Totals £
Management	108,000	-	-	-	108,000
Operations and fundraising	-	-	16,644	2,400	19,044
Design and construction incl online	-	19,643	-	-	19,643
Memorial maintenance	-	7,176	-	-	7,176
Online	-	4,090	-	-	4,090
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
	108,000	30,909	16,644	2,400	157,953
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

Support costs, included in the above, are as follows:

	Management £	Operations and fundraising £	Design and construction incl online £
Trust & project management fees	108,000	-	-
Design and construction fees	-	-	19,643
Online costs	-	-	-
Memorial maintenance costs	-	-	-
Postage and direct marketing	-	356	-
Travel	-	4,611	-
Membership and insurance	-	7,173	-
Events and hospitality	-	3,008	-
	<u> </u>	<u> </u>	<u> </u>
Carried forward	108,000	15,148	19,643

The Police Arboretum Memorial Trust

**Notes to the Financial Statements - continued
for the Year Ended 31 December 2023**

6. SUPPORT COSTS - continued

	Management £	Operations and fundraising £	Design and construction incl online £
Brought forward	108,000	15,148	19,643
Branding design fees	-	-	-
Sundries	-	1,496	-
Auditors' remuneration	-	2,400	-
	108,000	19,044	19,643
		31.12.23	31.12.22
	Memorial maintenance £	Online £	Total activities £
Trust & project management fees	-	-	108,000
Design and construction fees	-	-	19,643
Online costs	-	4,090	4,090
Memorial maintenance costs	7,176	-	7,176
Postage and direct marketing	-	-	356
Travel	-	-	4,611
Membership and insurance	-	-	7,173
Events and hospitality	-	-	3,008
Branding design fees	-	-	-
Sundries	-	-	1,496
Auditors' remuneration	-	-	2,400
	7,176	4,090	157,953
			236,403

7. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.12.23	31.12.22
	£	£
Auditors' remuneration	2,400	2,160

8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2023 nor for the year ended 31 December 2022.

The Police Arboretum Memorial Trust

**Notes to the Financial Statements - continued
for the Year Ended 31 December 2023**

8. TRUSTEES' REMUNERATION AND BENEFITS - continued

Trustees' expenses

During the year the charity reimbursed the travel expenses of one trustee of £441 (2022 one trustee reimbursed £249).

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	142,748
Charitable activities	
Design and construction incl online	420
Total	<u>143,168</u>
EXPENDITURE ON	
Raising funds	11,511
Charitable activities	
Management	130,342
Operations and fundraising	68,587
Design and construction incl online	17,909
Memorial maintenance	19,565
Total	<u>247,914</u>
NET INCOME/(EXPENDITURE)	(104,746)
RECONCILIATION OF FUNDS	
Total funds brought forward	121,535
TOTAL FUNDS CARRIED FORWARD	<u><u>16,789</u></u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.23	31.12.22
	£	£
Trade debtors	<u><u>24,135</u></u>	<u><u>1,530</u></u>

The Police Arboretum Memorial Trust

**Notes to the Financial Statements - continued
for the Year Ended 31 December 2023**

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.23	31.12.22
	£	£
Trade creditors	10,885	20,426
Accruals and deferred income	2,659	2,419
	<u>13,544</u>	<u>22,845</u>

12. MOVEMENT IN FUNDS

	At 1.1.23 £	Net movement in funds £	At 31.12.23 £
Unrestricted funds			
General fund	16,789	91,991	108,780
	<u>16,789</u>	<u>91,991</u>	<u>108,780</u>
TOTAL FUNDS	<u>16,789</u>	<u>91,991</u>	<u>108,780</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	251,284	(159,293)	91,991
	<u>251,284</u>	<u>(159,293)</u>	<u>91,991</u>
TOTAL FUNDS	<u>251,284</u>	<u>(159,293)</u>	<u>91,991</u>

Comparatives for movement in funds

	At 1.1.22 £	Net movement in funds £	At 31.12.22 £
Unrestricted funds			
General fund	121,535	(104,746)	16,789
	<u>121,535</u>	<u>(104,746)</u>	<u>16,789</u>
TOTAL FUNDS	<u>121,535</u>	<u>(104,746)</u>	<u>16,789</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	143,168	(247,914)	(104,746)
	<u>143,168</u>	<u>(247,914)</u>	<u>(104,746)</u>
TOTAL FUNDS	<u>143,168</u>	<u>(247,914)</u>	<u>(104,746)</u>

The Police Arboretum Memorial Trust

**Notes to the Financial Statements - continued
for the Year Ended 31 December 2023**

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2023.

14. FRC ETHICAL STANDARD - PROVISIONS AVAILABLE FOR SMALL ENTITIES

In common with many other businesses of our size and nature we use our auditors to prepare and submit returns to the tax authorities and assist with the preparation of the financial statements.