

# THE HARRY SUNLEY MEMORIAL PROJECT

England & Wales · Charity number 1166561

## Details

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**Other names** HSMP

**Status** Registered

**Legal form** CIO

**Registered** 2016-04-15

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Tree Tops  
21 Manor Road  
Kenilworth  
CV8 2GJ

**Phone** 01926511183

**Email** [j.m.i@btinternet.com](mailto:j.m.i@btinternet.com)

## Activities

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**Objects:** THE OBJECTS OF THE CIO ARE:THE ADVANCEMENT OF EDUCATION FOR THE PUBLIC BENEFIT BY:- THE PRESERVATION, ENHANCEMENT AND IMPROVED ACCESS TO THE EXISTING BUILDINGS AND THE RUINS WHICH FORM PART OF THE HISTORIC "TANTARA" GATEHOUSE OF THE ABBEY OF ST MARY THE VIRGIN, KENILWORTH; AND- THE PRESERVATION AND DISPLAY OF ARTEFACTS OF THE KENILWORTH ABBEY SITENOTHING IN THIS CONSTITUTION SHALL AUTHORISE AN APPLICATION OF PROPERTY OF THE CIO FOR THE PURPOSES WHICH ARE NOT CHARITABLE IN ACCORDANCE WITH SECTION 7 OF THE CHARITIES AND TRUSTEE INVESTMENT (SCOTLAND) ACT 2005 AND SECTION 2 OF THE CHARITIES ACT (NORTHERN IRELAND) 2008

**Activities:** Refurbishing the Tantara Gatehouse of Kenilworth Abbey to allow access to scholars and to the general public. Raising funds to enable the necessary works to be carried out.

## Classification

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- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** Arts/culture/heritage/science
- **Who:** The General Public/mankind

## Geography

- **Area of benefit:** LOCAL
- Warwickshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£3,099	£707	-	-
2024-03-31	£2,609	£672	-	-
2023-03-31	£2,609	£672	-	-
2022-03-31	£1,339	£3,278	-	-
2021-03-31	£3,764	£2,829	-	-

## Trustees

Name	Role	Appointed
<b>JOANNA MARY ILLINGWORTH</b>	Chair	2025-03-21
MAGARET KANE		2025-03-21
MARILYN JOYCE BATES		2025-03-21
MERVYN JOHN KIMBERLEY		2025-03-21
Richard Gillard		2024-03-26
Sonia Limbrick		2026-03-20

**THE HARRY SUNLEY MEMORIAL PROJECT**

England & Wales - Charity number 1166561

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# Accounts

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Section A

Independent Examiner's Report

Report to the trustees

THE HARRY SUNLEY MEMORIAL PROJECT

On accounts for the year  
ended

31/3/25

Charity no  
(if any)

1166561

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 03 2025.

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 Trust's accounts carried out under section 145 of the 2011 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

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

20/8/2025

Name:

JOE CARTER

Relevant professional  
qualification(s) or body

ICAS



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name: Harry Sunley Memorial Project  
No. of company: 154561

CC16a

## Receipts and payments accounts

For the period from	01/04/2024	To	31/03/2025
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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 £
<b>A1 Receipts</b>					
Donations	1,995		-	1,995	461
Fund Raising	1,074		-	1,074	993
Bank Account Interest	30	-	-	30	24
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>3,099</b>	<b>-</b>	<b>-</b>	<b>3,099</b>	<b>1,478</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>3,099</b>	<b>-</b>	<b>-</b>	<b>3,099</b>	<b>1,478</b>
<b>A3 Payments</b>					
Shelving	387	-	-	387	458
Paint	75	-	-	75	202
insurance	234	-	-	234	132
Transfer to KAAC	11	-	-	11	
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>707</b>	<b>-</b>	<b>-</b>	<b>707</b>	<b>792</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>707</b>	<b>-</b>	<b>-</b>	<b>707</b>	<b>792</b>
<b>Net of receipts/(payments)</b>	<b>2,392</b>	<b>-</b>	<b>-</b>	<b>2,392</b>	<b>686</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>6,046</b>	<b>-</b>	<b>-</b>	<b>6,046</b>	<b>5,360</b>
<b>Cash funds this year end</b>	<b>8,438</b>	<b>-</b>	<b>-</b>	<b>8,438</b>	<b>6,046</b>

## 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 £
<b>B1 Cash funds</b>	Barclays Bank	8,438	-	-
			-	-
		-	-	-
	<b>Total cash funds</b>	<b>8,438</b>	<b>-</b>	<b>-</b>

(agree balances with receipts and payments account(s))

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Octagonal Table		2,764	
	Spotlights		78	
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
M. J. Bates.	MARILYN BATES	12/8/25



# Trustees' Annual Report for the period

Period start date		Period end date	
From	01 April 2024	To	31 March 2025

## Section A Reference and administration details

Charity name	The Harry Sunley Memorial Project
Other names charity is known by	HSMP
Registered charity number (if any)	1166561
Charity's principal address	Tree Tops
	21 Manor Road
	Kenilworth
	Postcode CV8 2GJ

### 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	Joanna Illingworth	Chair		Kenilworth Abbey Advisory Committee
2	Mervyn Kimberley	Vice Chair		Kenilworth Abbey Advisory Committee
3	Marilyn Bates	Hon. Treasurer / Secretary		Kenilworth Abbey Advisory Committee
4	Margaret Kane			Kenilworth Abbey Advisory Committee
5	John Oakley			Kenilworth Abbey Advisory Committee
6	Richard Gillard			Kenilworth Abbey Advisory Committee
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20				

**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
Independent examiner of accounts	Joe Carter	38 Station Road, Kenilworth, Warwickshire CV8 1JD

**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 <i>(eg. trust deed, constitution)</i>	Constitution
How the charity is constituted <i>(eg. trust, association, company)</i>	Charitable incorporated organisation
Trustee selection methods <i>(eg. appointed by, elected by)</i>	Trustees are appointed for a term of three years by Kenilworth Abbey Advisory Committee (KAAC). Currently they are all unpaid volunteers from the local community who are also members of the KAAC, a body which advises Warwick District Council on the maintenance and preservation of the scheduled monument.

**Additional governance issues (Optional information)**

The trustees met 7 times during the year 2024/2025 to conduct the general business of the charity, to receive reports and to supervise the activities of the HSMP's Fund Raising Committee.

The Charity was set up by Kenilworth Abbey Advisory Committee to enable it to carry out more effectively its role of promoting the improvement and use of the Abbey's Tantara Gatehouse. The trustees work closely with the full committee and also with Warwick District Council who are the owners of the scheduled monument of Kenilworth Abbey. All trustees give their time and expertise freely and do not receive any remuneration from the Charity. They are aware of the need to declare any potential conflicts of interest. To date none have arisen.

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.

## **Section C Objectives and activities**

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

The objects of the CIO are the advancement and education for the public benefit by:

- The preservation, enhancement and improved access to the existing buildings and the ruins which form part of the historic 'Tantara' Gatehouse of the Abbey of St. Mary the Virgin, Kenilworth.
- The preservation and display of artefacts of the Kenilworth Abbey site.

In accordance with the charitable objectives of the HSMP the Trustees have taken the following steps towards getting the Tantara Gatehouse into a condition which permits public access:

- Octagonal Table for display built in 2018, the base of which was constructed in the south chamber and covered for protection.
- Use of Monk's Hole approved by the Diocesan Faculty and St. Nicholas' PCC in 2019.
- Mezzanine and shelving for displays built in 2020
- All required Bat surveys undertaken with AMPA resulting in the necessity for a mitigation scheme. Bat Licence not required.
- Major assessments of stones carried out and catalogued for future reference, the final one undertaken in 2023.
- All necessary approvals received from Historic England.
- As per a pre-agreed contract, the unwanted stones were buried in the Monk's Hole at St. Nicholas' Church, Kenilworth with valued assistance from Archaeology Warwickshire. This completed Phase 1 of the project in June/July 2023.
- Bespoke shelving was deemed too expensive and new stand-alone shelving has been bought and installed.
- An initial working party held to sort stones and create an open space within the north chamber.
- Quotes for a new oak door requested to replace the current one which does not do justice to either the age or the importance of the building.

**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)**

#### During the past year

- Six working parties were organised in the gatehouse to continue assessing the stones and organising how they will be displayed. We were fortunate to have some very experienced and knowledgeable volunteers giving their time and advice for free. The project is now well advanced.
- A local carpentry company was chosen to make the new door and a local conservation architect was appointed. The Inspector of Ancient Monuments at Historic England inspected the old door and has approved the plans. Further necessary approvals will be requested over the following year.
- Trustees visited Warwick Museum to view their signage to get ideas.
- The Gatehouse will be included in a virtual reality project instituted by the then Mayor of Kenilworth.
- The trustees agreed to pay for liability Insurance due to the heavy work taking place in the gatehouse.

- WDC has agreed to put power into the gatehouse meaning there will be electric lighting instead of battery powered.
- Funds raised by:
  - creating and selling Christmas Cards
  - requesting and receiving donations from local groups and councils. This year Kenilworth Round Table gave HSMP a generous donation.
  - Presenting to various local groups resulting in private donations

**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.

All Trustees give their services for free.

Trustee Richard Gillard has made a significant contribution this year organising the working parties, buying hardware for the display units and maintaining them. Also finding volunteers with the necessary experience to identify and display the stones.

The trustees would like to sincerely thank the following volunteers for their invaluable contribution to the project. They have moved us on significantly.

Sonia Limbrick

Nick King

Aidan McRae Thomson: Aidan has been paid a small fee for his work.

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

The trustees held 7 meetings during the year 2024/2025, all face-to-face, to conduct the general business of the charity, to receive reports and to supervise the activities of the HSMP's Fund Raising Committee.

The working parties have moved the project on significantly, identifying 95% of the stones and advising on display.

Local builders and architect have been agreed and Historic England have agreed to the plans.

Significant funds were once again raised from our annual Christmas Card sale and funding was donated from talks to local groups.

No fund raising events were held this year.

**Section E****Financial review**

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

It is the Charity's policy to maintain a general reserve of £1000.

**Details of any funds materially in deficit**

**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.

**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)**

*Joanna Illingworth*

**Full name(s)**

Joanna Mary Illingworth

**Position (eg Secretary, Chair, etc)**

Chair

**Date**

20/10/25

**THE HARRY SUNLEY MEMORIAL PROJECT**

England & Wales - Charity number 1166561

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# Accounts

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# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	01	April	2023		31	March	2024

## Section A Reference and administration details

**Charity name**

The Harry Sunley Memorial Project

**Other names charity is known by**

HSMP

**Registered charity number (if any)**

1166561

**Charity's principal address**

Tree Tops  
 21 Manor Road  
 Kenilworth  
**Postcode** CV8 2GJ

### 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	Joanna Illingworth	Chair		Kenilworth Abbey Advisory Committee
2	Mervyn Kimberley	Vice Chair		Kenilworth Abbey Advisory Committee
3	Marilyn Bates	Hon. Treasurer / Secretary		Kenilworth Abbey Advisory Committee
4	Margaret Kane			Kenilworth Abbey Advisory Committee
5	John Oakley			Kenilworth Abbey Advisory Committee
6	Richard Gillard			Kenilworth Abbey Advisory Committee
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20				

**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
Independent examiner of accounts	Joe Carter	38 Station Road, Kenilworth, Warwickshire CV8 1JD

**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)	Charitable incorporated organisation
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed for a term of three years by Kenilworth Abbey Advisory Committee (KAAC). Currently they are all unpaid volunteers from the local community who are also members of the KAAC, a body which advises Warwick District Council on the maintenance and preservation of the scheduled monument.

**Additional governance issues (Optional information)**

The trustees met 8 times during the year 2022/2023 to conduct the general business of the charity, to receive reports and to supervise the activities of the HSMP’s Fund Raising Committee.

The Charity was set up by Kenilworth Abbey Advisory Committee to enable it to carry out more effectively its role of promoting the improvement and use of the Abbey’s Tantara Gatehouse. The trustees work closely with the full committee and also with Warwick District Council who are the owners of the scheduled monument of Kenilworth Abbey. All trustees give their time and expertise freely and do not receive any remuneration from the Charity. They are aware of the need to declare any potential conflicts of interest. To date none have arisen.

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.

## **Section C Objectives and activities**

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

The objects of the CIO are the advancement and education for the public benefit by:

- The preservation, enhancement and improved access to the existing buildings and the ruins which form part of the historic 'Tantara' Gatehouse of the Abbey of St. Mary the Virgin, Kenilworth.
- The preservation and display of artefacts of the Kenilworth Abbey site.

In accordance with the charitable objectives of the HSMP the Trustees have taken the following steps towards getting the Tantara Gatehouse into a condition which permits public access:

- Octagonal Table for display built in 2018, the base of which was constructed in the south chamber and covered for protection.
- Use of Monk's Hole approved by the Diocesan Faculty and St. Nicholas' PCC in 2019.
- Mezzanine and shelving for displays built in 2020
- All required Bat surveys undertaken with AMPA resulting in the necessity for a mitigation scheme. Bat Licence not required.
- Major assessments of stones carried out and catalogued for future reference, the final one undertaken in 2023.
- All necessary approvals received from Historic England.
- As per a pre-agreed contract, the unwanted stones were buried in the Monk's Hole at St. Nicholas' Church, Kenilworth with valued assistance from Archaeology Warwickshire. This completed Phase 1 of the project in June/July 2023.
- Bespoke shelving was deemed too expensive and new stand-alone shelving has been bought and installed.
- An initial working party held to sort stones and create an open space within the north chamber.
- Quotes for a new oak door requested to replace the current one which does not do justice to either the age or the importance of the building.
  
- Funds raised by:
  - creating and selling Christmas Cards;
  - requesting and receiving donations from local groups and councils.
  - Presenting to various local groups resulting in private donations

**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)**

## 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.

All Trustees give their services for free.

Trustees John Oakley and Richard Gillard have made significant contributions this year regarding the stones and liaison with Archaeology Warwickshire.

Most of our incomings this year have been raised by our Vice-Chair Mervyn Kimberley by creating and selling another successful Christmas Card and presenting to various local groups.

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

The trustees held 8 meetings during the year 2023/2024, all face-to-face, to conduct the general business of the charity, to receive reports and to supervise the activities of the HSMP's Fund Raising Committee.

Archaeology, Warwickshire's input has been vital in moving the stones to the Monk's Hole thereby completing Phase 1.

Heritage builders have been approached for a quote for a new oak door to replace the current mesh and metal bars one.

Significant funds were once again raised from our annual Christmas Card sale and funding was donated from talks to local groups and our local online newspaper.

No fund raising events were held this year.

The first Gift Aid payment from HMRC was received in July 2023.

## Section E Financial review

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

It is the Charity's policy to maintain a general reserve of £1000.

**Details of any funds materially in deficit**

**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.

## 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**

<b>Signature(s)</b>		
<b>Full name(s)</b>	Joanna Mary Illingworth	
<b>Position (eg Secretary, Chair, etc)</b>	Chair	
<b>Date</b>	9 <sup>th</sup> October 2024	



Section A

Independent Examiner's Report

Report to the trustees/ members of

THE HARRY SUNLEY MEMORIAL PROJECT

On accounts for the year ended

31/3/24

Charity no (if any)

1166561

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2024

Responsibilities and basis of report

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

Independent examiner's statement

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

[Signature]

Date:

17/9/2024

Name:

JOE CARTER

Relevant professional qualification(s) or body (if any):

ICAS

Address:

38 STATION ROAD  
KENILWORTH, WARWICKSHIRE  
CV8 1SD

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

A large, empty rectangular box with a thin black border, occupying the central portion of the page. It is intended for the user to provide details of items for disclosure as indicated by the text to its left.



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Harry Sunley Memorial Project

## Receipts and payments accounts

CC16a

For the period from	01/04/2023	To	31/03/2024
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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 £
<b>A1 Receipts</b>					
Donations	461		-	461	1,259
Fund Raising	993		-	993	1,345
Bank Account Interest	24	-	-	24	5
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>1,478</b>	<b>-</b>	<b>-</b>	<b>1,478</b>	<b>2,609</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>1,478</b>	<b>-</b>	<b>-</b>	<b>1,478</b>	<b>2,609</b>
<b>A3 Payments</b>					
Burying Stones in Monk's Hole	458	-	-	458	
Initial Shelving	202	-	-	202	
Emersons for envelopes	132	-	-	132	
Various		-	-		672
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>792</b>	<b>-</b>	<b>-</b>	<b>792</b>	<b>672</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>792</b>	<b>-</b>	<b>-</b>	<b>792</b>	<b>672</b>
<b>Net of receipts/(payments)</b>	<b>686</b>	<b>-</b>	<b>-</b>	<b>686</b>	<b>1,937</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>5,360</b>	<b>-</b>	<b>-</b>	<b>5,360</b>	<b>3,423</b>
<b>Cash funds this year end</b>	<b>6,046</b>	<b>-</b>	<b>-</b>	<b>6,046</b>	<b>5,360</b>

**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 £
<b>B1 Cash funds</b>	Barclays Bank	6,035	-	-
	Cash In Hand	11	-	-
		-	-	-
	<b>Total cash funds</b>	<b>6,046</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Octagonal Table		2,764	
	Spotlights		78	
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval

**THE HARRY SUNLEY MEMORIAL PROJECT**

England & Wales - Charity number 1166561

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# Accounts

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# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	01	April	2022		31	March	2023

## Section A Reference and administration details

**Charity name**

**Other names charity is known by**

**Registered charity number (if any)**

**Charity's principal address**

Tree Tops
21 Manor Road
Kenilworth
<b>Postcode</b> <input type="text" value="CV8 2GJ"/>

### 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	Joanna Illingworth	Chair		Kenilworth Abbey Advisory Committee
2	Mervyn Kimberley	Vice Chair		Kenilworth Abbey Advisory Committee
3	Marilyn Bates	Hon. Treasurer / Secretary		Kenilworth Abbey Advisory Committee
4	Margaret Kane			Kenilworth Abbey Advisory Committee
5	John Oakley			Kenilworth Abbey Advisory Committee
6	Richard Gillard			Kenilworth Abbey Advisory Committee
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20				

**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
Independent examiner of accounts	Joe Carter	38 Station Road, Kenilworth, Warwickshire CV8 1JD

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

--

**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)	Charitable incorporated organisation
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed for a term of three years by Kenilworth Abbey Advisory Committee (KAAC). Currently they are all unpaid volunteers from the local community who are also members of the KAAC, a body which advises Warwick District Council on the maintenance and preservation of the scheduled monument.

**Additional governance issues (Optional information)**

The trustees met 4 times during the year 2022/2023 to conduct the general business of the charity, to receive reports and to supervise the activities of the HSMP’s Fund Raising Committee.

All trustees give their time and expertise freely and do not receive any remuneration from the Charity. They are aware of the need to declare potential conflicts of interest, to date none have arisen.

The Charity was set up by Kenilworth Abbey Advisory Committee to enable it to carry out more effectively its role of promoting the improvement and use of the Abbey’s Tantara Gatehouse. The trustees work closely with the full committee and also with Warwick District Council who are the owners of the scheduled monument of Kenilworth Abbey. All trustees give their time and expertise freely and do not receive any remuneration from the Charity. They are aware of the need to declare any potential conflicts of interest. To date none have arisen.

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.

## **Section C Objectives and activities**

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

The objects of the CIO are the advancement and education for the public benefit by:

- The preservation, enhancement and improved access to the existing buildings and the ruins which form part of the historic 'Tantara' Gatehouse of the Abbey of St. Mary the Virgin, Kenilworth.
- The preservation and display of artefacts of the Kenilworth Abbey site.

In accordance with the charitable objectives of the HSMP the Trustees have taken the following steps towards getting the Tantara Gatehouse into a condition which permits public access:

- Octagonal Table for display built in 2018
- Mezzanine and shelving for displays built in 2020
- Use of Monk's Hole approved by the Diocesan Faculty and St. Nicholas' PCC in 2019.
- Major assessments of stones carried out.
- All required Bat surveys undertaken with AMPA resulting in the necessity for a mitigation scheme. Bat Licence not required.
- All necessary approvals received from Historic England.
- Heras fencing erected outside the gatehouse whilst work was going on in 2020/2021, now removed.
- Gatehouse south chamber cleared ready for the octagon table
- Octagon table base constructed in the south chamber and covered for protection.
- Further assessment of stones carried out and catalogued for future reference.
- New oak door requested to replace the current one which does not do justice to either the age or the importance of the building.
- Agreed contract with Archaeology Warwickshire for them to bury the stones that are unwanted for display.
- Diocesan Faculty extended to 20/10/23, stones MUST be removed by then.
  
- Funds raised by:
  - creating and selling Christmas Cards;
  - requesting and receiving donations from local groups and councils and our own vice-chair.
  - Presenting to various local groups resulting in private donations

**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)**

## 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.

All Trustees give their services for free.

Trustees John Oakley and Richard Gillard have made significant contributions this year regarding the stones and liaison with Archaeology Warwickshire.

Most of our incomings this year have been raised by our Vice-Chair Mervyn Kimberley by creating and selling another successful Christmas Card, presenting to various local groups and conducting a raffle at his Golden wedding anniversary party. All significant contributions.



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

The trustees held 4 meetings during the year 2022/2023, all face-to-face, to conduct the general business of the charity, to receive reports and to supervise the activities of the HSMP's Fund Raising Committee.

The head of Archaeology, Warwickshire, Stewart Palmer, has been helping with possible ways of moving the stones to the Monk's Hole as the quote from our usual builder was out of our range. This is still being explored.

Heritage builders have been approached for a quote for a new oak door to replace the current mesh and metal bars one.

Significant funds were once again raised from our annual Christmas Card sale and funding was donated from talks to local groups and our local online newspaper.

No fund raising events were held this year.

We are still pursuing Gift Aid owed by HMRC.

## Section E Financial review

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

It is the Charity's policy to maintain a general reserve of £1000.

**Details of any funds materially in deficit**

**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.

## 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**

<b>Signature(s)</b>		
<b>Full name(s)</b>	Joanna Mary Illingworth	
<b>Position (eg Secretary, Chair, etc)</b>	Chairman	
<b>Date</b>	20 <sup>th</sup> October 2023	



Section A

Independent Examiner's Report

Report to the trustees

HARRY SUNLEY MEMORIAL PROJECT

On accounts for the year  
ended

31/3/2023

Charity no  
(if any)

1166561

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2023

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 Trust's accounts carried out under section 145 of the 2011 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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

11/10/23

Name:

JOE CARTER

Relevant professional  
qualification(s) or body

ICAS

(if any):

Address: 38 STATION ROAD KENILWORTH CV8 1JD

**Section B Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Harry Sunley Memorial Project

## Receipts and payments accounts

CC16a

For the period from	01/04/2022	To	31/03/2023
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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 £
<b>A1 Receipts</b>					
Donations	1,259		-	1,259	348
Fund Raising	1,345		-	1,345	991
Bank Account Interest	5	-	-	5	
Transfer from KAAC	-	-	-	-	
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>2,609</b>	<b>-</b>	<b>-</b>	<b>2,609</b>	<b>1,339</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>2,609</b>	<b>-</b>	<b>-</b>	<b>2,609</b>	<b>1,339</b>
<b>A3 Payments</b>					
New padlock	102	-	-	102	
Archaeology Warwicksire (stones)	420	-	-	420	
Emersons for envelopes	150	-	-	150	
Various		-	-	-	10,314
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>672</b>	<b>-</b>	<b>-</b>	<b>672</b>	<b>10,314</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	
	-	-	-	-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>672</b>	<b>-</b>	<b>-</b>	<b>672</b>	<b>10,314</b>
<b>Net of receipts/(payments)</b>	<b>1,937</b>	<b>-</b>	<b>-</b>	<b>1,937</b>	<b>- 8,975</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	3,423	-	-	3,423	12,398
<b>Cash funds this year end</b>	<b>5,360</b>	<b>-</b>	<b>-</b>	<b>5,360</b>	<b>3,423</b>

# 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 £
<b>B1 Cash funds</b>	Barclays Bank	5,349	-	-
	Cash In Hand	11	-	-
		-	-	-
	<b>Total cash funds</b>	<b>5,360</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Octagonal Table		2,764	
	Spotlights		78	
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
<i>Joanna Ilingworth</i>	JOANNA ILLINGWORTH	20/10/23

**THE HARRY SUNLEY MEMORIAL PROJECT**

England & Wales - Charity number 1166561

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# Accounts

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# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	01	April	2021		31	March	2022

## Section A Reference and administration details

**Charity name** The Harry Sunley Memorial Project

**Other names charity is known by** HSMP

**Registered charity number (if any)** 1166561

**Charity's principal address**

Tree Tops	
21 Manor Road	
Kenilworth	
<b>Postcode</b>	<b>CV8 2GJ</b>

### 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	Joanna Illingworth	Chair		Kenilworth Abbey Advisory Committee
2	Mervyn Kimberley	Vice Chair		Kenilworth Abbey Advisory Committee
3	Marilyn Bates	Hon. Treasurer / Secretary		Kenilworth Abbey Advisory Committee
4	Margaret Kane			Kenilworth Abbey Advisory Committee
5	John Oakley			Kenilworth Abbey Advisory Committee
6	Richard Gillard		From 16 <sup>th</sup> July 2021	Kenilworth Abbey Advisory Committee
7	Philip Stock		Up to 15 <sup>th</sup> July 2021	Kenilworth Abbey Advisory Committee
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20				

**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
Independent examiner of accounts	Joe Carter	38 Station Road, Kenilworth, Warwickshire CV8 1JD

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

--

**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)	Charitable incorporated organisation
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed for a term of three years by Kenilworth Abbey Advisory Committee (KAAC). Currently they are all unpaid volunteers from the local community who are also members of the KAAC, a body which advises Warwick District Council on the maintenance and preservation of the scheduled monument.

**Additional governance issues (Optional information)**

The trustees met 5 times during the year 2020/2021 to conduct the general business of the charity, to receive reports and to supervise the activities of the HSMP's Fund Raising Committee.

All trustees give their time and expertise freely and do not receive any remuneration from the Charity. They are aware of the need to declare potential conflicts of interest, to date none have arisen.

The Charity was set up by Kenilworth Abbey Advisory Committee to enable it to carry out more effectively its role of promoting the improvement and use of the Abbey's Tantara Gatehouse. The trustees work closely with the full committee and also with Warwick District Council who are the owners of the scheduled monument of Kenilworth Abbey. All trustees give their time and expertise freely and do not receive any remuneration from the Charity. They are aware of the need to declare any potential conflicts of interest. To date none have arisen.

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- 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.

## **Section C Objectives and activities**

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

The objects of the CIO are the advancement and education for the public benefit by:

- The preservation, enhancement and improved access to the existing buildings and the ruins which form part of the historic 'Tantara' Gatehouse of the Abbey of St. Mary the Virgin, Kenilworth.
- The preservation and display of artefacts of the Kenilworth Abbey site.

**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)**

In accordance with the charitable objectives of the HSMP the Trustees have taken the following steps towards getting the Tantara Gatehouse into a condition which permits public access:

- Octagonal Table for display built in 2018
- Mezzanine and shelving for displays built in 2020
- Use of Monk's Hole approved by the Diocesan Faculty and St. Nicholas' PCC in 2019.
- Major assessments of stones carried out.
- All required Bat surveys undertaken with AMPA resulting in the necessity for a mitigation scheme. Bat Licence not required.
- All necessary approvals received from Historic England.
- Heras fencing erected outside the gatehouse whilst work was going on in 2020/2021, now removed.
- Gatehouse south chamber cleared ready for the octagon table
- Octagon table base constructed in the south chamber and covered for protection.
- Further assessment of stones carried out and catalogued for future reference.
- New oak door requested to replace the current one which does not do justice to either the age or the importance of the building.
  
- Funds raised by:
  - creating and selling Christmas Cards in 2020;
  - requesting and receiving donations from local groups and councils.
  - Presenting to various local groups resulting in private donations

### 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.

All Trustees give their services for free.

Trustee John Oakley has made a significant contribution this year in assessing and cataloguing the stones stored within the gatehouse, a copy of which has been sent to all the Trustees and to Historic England via both CD and USB sticks.

This task was necessary in order to assess which stones are needed for display and which to be buried,



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

The trustees held 5 meetings during the year 2021/2022, via both on-line video conferencing and face-to-face, to conduct the general business of the charity, to receive reports and to supervise the activities of the HSMP's Fund Raising Committee.

One of the original Trustees, Philip Stock, resigned, mainly due to his increasing inability to hear. He was our representative from KHAS and gave a valuable contribution over the years. The Trustees thanked him for his welcome contribution.

KHAS recommended Richard Gillard to replace Philip and, agreed by the Trustees, he was appointed on July 16<sup>th</sup> and has proved a keen and knowledgeable replacement.

The south chamber has been cleared and the base of the new Octagon table erected in place. A waterproof cover was purchased to keep the table dry.

Most of the stones for discarding have been moved out of the gatehouse and stored in Abbey Fields pavilion, owned by WDC.

The remains of the coffin found whilst assessing the stones has had no offers of help to rebuild it. The remains have also been moved to the pavilion.

The head of Archaeology, Warwickshire, Stewart Palmer, has been helping with possible ways of moving the stones to the Monk's Hole as the quote from our usual builder was out of our range. This is still being explored.

The invoice for the work completed in 2019/2020 was finally invoiced by WDC and has been paid.

Heritage builders have been approached for a quote for a new oak door to replace the current mesh and metal bars one.

Significant funds were once again raised from our annual Christmas Card sale and funding was donated from talks to local groups and our local online newspaper.

No fund raising events were held this year.

We are still pursuing Gift Aid owed by HMRC.

## Section E Financial review

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

It is the Charity's policy to maintain a general reserve of £1000.

**Details of any funds materially in deficit**

**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.

## 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)**

*Joanna Illingworth*

**Full name(s)**

Joanna Mary Illingworth

**Position (eg Secretary, Chair, etc)**

Chair

**Date**

28<sup>th</sup> October 2028



(if any):

Address:

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

**THE HARRY SUNLEY MEMORIAL PROJECT**

England & Wales - Charity number 1166561

---

# Accounts

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# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	01	April	2020		31	March	2021

## Section A Reference and administration details

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**Other names charity is known by**

**Registered charity number (if any)**

**Charity's principal address**

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<b>Postcode</b> <input type="text" value="CV8 2GJ"/>

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Independent examiner of accounts	Joe Carter	38 Station Road, Kenilworth, Warwickshire CV8 1JD

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**Section B Structure, governance and management**

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## Objectives and activities

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  - All necessary approvals received from Historic England.
  - Heras fencing erected outside the gatehouse whilst work was going on in 2020/2021, now removed.
  - Gatehouse south chamber cleared ready for the octagon table
- 
- Funds raised by:
    - creating and selling Christmas Cards in 2020;
    - requesting and receiving donations from local groups and councils.
    - Presenting to various local groups resulting in private donations

## 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.

All Trustees give their services for free.

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

The trustees held 5 virtual meetings during the year 2019/2020, via on-line video conferencing, to conduct the general business of the charity, to receive reports and to supervise the activities of the HSMP's Fund Raising Committee.

Work was started in early 2020 but had to stop due to Covid-19. When it re-started after the first lockdown, another bat survey was required where a roosting bat was found. This threatened to hold up the project but our architectural consultants managed to agree to a mitigation scheme being put in place with AMPA.

Since restarting:

The mezzanine has been built in the north chamber.

Unsafe shelving has been removed from the south chamber and new shelving erected.

Scheduled Monument consent has been requested regarding a new door for the gatehouse.

Several assessments of the stones have been undertaken as it is important that the best stones of each type are kept for display.

The remains of the coffin found whilst assessing the stones (thought to be that of Geoffrey de Clinton) is of National significance and worth Heritage notice. The trustees have contacted various departments to inform them. Discussions are ongoing as to where the coffin will be displayed and who will rebuild it.

Significant funds were raised from our annual Christmas Card sale and funding was requested and donated from Kenilworth Town Council and local groups.

No fund raising events were held this year due to Covid-19.

## Section E Financial review

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

It is the Charity's policy to maintain a general reserve of £1000.

**Details of any funds materially in deficit**

**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.

## 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)**

*Joanna Illingworth*

**Full name(s)**

Joanna Mary Illingworth

**Position (eg Secretary, Chair, etc)**

Chairman

**Date**

06/11/2021



Section A Independent Examiner's Report

Report to the trustees/ members of

HARRY SUNLEY MEMORIAL PROJECT

On accounts for the year ended

31/3/2021

Charity no (if any)

1166561

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/3/2021

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 Trust's accounts carried out under section 145 of the 2011 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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

\* Please delete the words in the brackets if they do not apply.

Signed:

[Signature]

Date:

8.10.2021

Name:

JOE CARTER

Relevant professional qualification(s) or body

INSSTITUTE CHARTERED ACCOUNTANTS OF SCOTLAND ICAS

(if any):

Address:

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Harry Sunley Memorial Project

## Receipts and payments accounts

CC16a

For the period from	01/04/2020	To	31/03/2021
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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 £
<b>A1 Receipts</b>					
Donations		2,829	-	2,829	565
Fund Raising		934	-	934	749
Bank Account Interest		1	-	1	13
Transfer from KAAC	-	-	-	-	1,000
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	-	3,764	-	3,764	2,327
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	-	3,764	-	3,764	2,327
<b>A3 Payments</b>					
AMPA (Bat survey)	356	-	-	356	180
WDC Building Control	300	-	-	300	648
Emersons (Envelopes)	60	-	-	60	-
Pinner's (removal of stones)	1,393	-	-	1,393	-
Jonathan Holland (architectural help)	720	-	-	720	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	2,829	-	-	2,829	828
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	2,829	-	-	2,829	828
<b>Net of receipts/(payments)</b>	- 2,829	3,764	-	935	1,499
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	8,191	3,272	-	11,463	7,200
<b>Cash funds this year end</b>	5,362	7,036	-	12,398	8,699

## 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 £
<b>B1 Cash funds</b>	Barclays Bank	5,362	7,036	-
	Cash In Hand	7	-	-
		-	-	-
	<b>Total cash funds</b>	<b>5,369</b>	<b>7,036</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Octagonal Table		2,764	
	Spotlights		78	
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
<i>Joanna Illingworth</i>	JOANNA ILLINGWORTH	06/11/2021