



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 01/04/2021  
Period end date

Period start date To

31/03/2022

**Charity name: Marham Aviation Heritage Centre**

**Charity registration number: 1169314**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objects of the CIO are <ul style="list-style-type: none"><li>• To advance the education of the public in the history of RAF Marham and its place in UK aviation; and</li><li>• To maintain a Heritage Centre for the exhibition of documents, items, artefacts and other materials related to RAF Marham, for benefit of the public.</li></ul>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The AHC is to open to the general public every Tuesday and Wednesday, along with the last Saturday of every month. Entry to the AHC is free.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	We confirm the trustees have had regard to the Charity Commission's guidance on public benefit.

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The AHC does not make grants.
Policy on social investment including program related investment	Para 1.38	The Marham AHC does not contribute to social investment.

Contribution made by volunteers	Para 1.38	The Marham Aviation Heritage Centre relies entirely on its core of volunteers to operate. Their contribution to the ongoing success of the charity has been outstanding throughout this FY. We were lucky enough to welcome 4 new volunteers to our team in this FY.
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>In accordance with the Government guidelines, the Aviation Heritage Centre was closed down for extended periods due to COVID. Whilst these closures severely reduced visitor numbers for the FY, the AHC continued to sell books and merchandise remotely.</p> <p>Thankfully after meeting the COVID industry Standard Award, reopened to the general public on 18<sup>th</sup> May 2021.</p> <p>The digital archive was expanded and now contains over 3,500 items or collections.</p> <p>Some of the volunteers in the Heritage Centre, began to research the Mosquito era of the Stations history, with a view to publishing a book on the subject in early 2022.</p> <p>Whilst initial post-COVID visitor numbers were low, they increased throughout the year back to pre-COVID levels.</p> <p>The Heritage Centre launched a Tornado themed Gin, in conjunction with a local distillery. This proved to be a great success and raised a good amount of money for the Centre.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	

Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	At the end of FY 20/21 the Charity has £7,414 in profit.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity does not currently hold any reserve funding.
Amount of reserves held	Para 1.22	N/A
Reasons for holding zero reserves	Para 1.22	The charity has no requirement for reserve funding.
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>N/A</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>The charities principal source of funding is donations from our visitors and sales from the shop.</p> <p>Without the donations we have gratefully received since the inception of the AHC, we would not be able to employ the services of the curator, nor purchase items as required.</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	There are currently no risks facing the charity.
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Elected by committee

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	The Marham Aviation Heritage Centre (AHC) is run by a team consisting of 20+ members. All are either current or former members of the Royal Air Force. Members are recruited from RAF Marham and the wider service community. Most members have a passion for RAF history
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The charity works closely with Heritage Centres at other RAF Bases to develop mutually beneficial relationships, and to assist others where necessary.
Relationship with any related parties	Para 1.51	The AHC works closely with RAF Marham in order to ensure that anything of historical importance, wherever possible, is saved, catalogued and either archived or displayed, to ensure a long-lasting legacy for future generations to enjoy.
Other		

## Reference and Administrative details

Charity name	Marham Aviation Heritage Centre
Other name the charity uses	
Registered charity number	1169314
Charity's principal address	Marham Aviation Heritage Centre, Upper Marham, Norfolk, PE33 9NP



### 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	Steve Roberts	Curator		
2	Robert Swanson	Aircraft Manager		
3	Robin Baker			
4	Michael Vincent	Secretary		
5	Stn Cdr RAF Marham	Honouree Position		
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Corporate trustees – names of the directors at the date the report was approved

Director name		

### Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

Some personnel currently involved with the charity are currently serving in HM Armed Forces.

## Other optional information

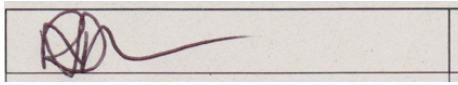
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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Robert David Leonard Swanson	
Position (eg Secretary, Chair, etc)	Aircraft Manager	
Date	30/01/2023	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Marham Aviation Heritage Centre

1169314

## Receipts and payments accounts

For the period from	Period start date 01/04/2021	To	Period end date 31/03/2022
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### Section A Receipts and payments

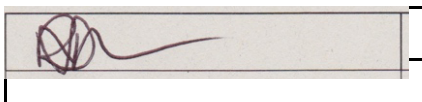
	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £
<b>A1 Receipts</b>				
Donations	1,522	-	-	1,522
Sales	7,138	-	-	7,138
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>8,660</b>	<b>-</b>	<b>-</b>	<b>8,660</b>
<b>A2 Asset and investment sales, (see table).</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>8,660</b>	<b>-</b>	<b>-</b>	<b>8,660</b>
<b>A3 Payments</b>				
Curator Wages	8,595	-	-	8,595
Admin Fee for Accounts	120	-	-	120
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	<b>8,715</b>	<b>-</b>	<b>-</b>	<b>8,715</b>
<b>A4 Asset and investment purchases, (see table)</b>				
Purchases (Stock and items to display)	852	-	-	852
	-	-	-	-
<b>Sub total</b>	<b>852</b>	<b>-</b>	<b>-</b>	<b>852</b>
<b>Total payments</b>	<b>9,567</b>	<b>-</b>	<b>-</b>	<b>9,567</b>
<b>Net of receipts/(payments)</b>	<b>- 907</b>	<b>-</b>	<b>-</b>	<b>- 907</b>
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	8,321	-	-	8,321
<b>Cash funds this year end</b>	<b>7,414</b>	<b>-</b>	<b>-</b>	<b>7,414</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
<b>B1 Cash funds</b>	Account Balance at 31/03/2022	7,414	-
		-	-
		-	-
	<b>Total cash funds</b>	<b>7,414</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £
<b>B2 Other monetary assets</b>	Details		
	Shop stock, various books.	350	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)
			-
			-
			-
			-
			-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)
			-
			-
			-
			-
			-
			-
			-
			-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)
			-
			-
			-
			-
			-

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

Signature



Print Name

Robert Swanson

**CC16a**

**Last year**

**to the nearest £**

1,829
3,547
-
-
-
-
-
-
5,376

-
-

5,376
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6,140
115
-
-
-
-
-
-
-
6,255

337
337

6,592
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-	1,216
-	
-	
-	1,216



**Endowment  
funds**  
to nearest £

-
-
-
-

OK

**Endowment  
funds**  
to nearest £

-
-
-
-
-
-

**Current value  
(optional)**

-
-
-
-
-

**Current value  
(optional)**

-
-
-
-
-
-
-
-
-

**When due  
(optional)**


Date of approval

30/01/2023