



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From **01/04/2022**  
Period end date

Period start date To

**31/03/2023**

**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 3 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>Following the previous couple of years under the COVID rules, which restricted access to the centre, we were glad to be fully reopened for this FY!</p> <p>The digital archive was further expanded and now contains over 5,000 items or collections.</p> <p>The Heritage Centre held an event in April 2022 to commemorate 40 years since the Falklands War. This was supported by a fleet of Victor tankers from RAF Marham which enabled the Black Buck missions. The event was attended by over 300 people over the weekend and brought in various donations.</p> <p>Over the course of the year, the Heritage Centre welcomed in the region of 2,500 visitors, which included over 10 major group visits.</p> <p>In March 2023, a new foundation was laid to permanently display a memorial to 2 Airmen killed in Op TELIC in 2003. This was commemorated on the 20<sup>th</sup> anniversary of their deaths. The event was attended by their families and station personnel alike.</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 22/23 the Charity is £6,945 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 for display or to sell in the shop.</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		
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19				
20				

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

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## 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

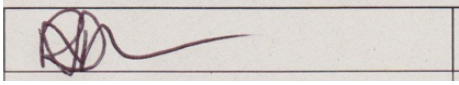
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## Declarations

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	31/01/2024	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Marham Aviation Heeritage Centre

1169314

## Receipts and payments accounts

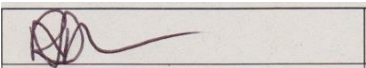
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For the period from	Period start date 01/04/2022	To	Period end date 31/03/2023
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### Section A Receipts and payments

	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>					
Sales	5,158	-	-	5,158	1,522
Donations	5,552	-	-	5,552	7,138
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	10,710	-	-	10,710	8,660
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	10,710	-	-	10,710	8,660
<b>A3 Payments</b>					
Curator Wages	7,930	-	-	7,930	-
Admin Fee for Accounts	180	-	-	180	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	8,110	-	-	8,110	-
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
Purchases	2,844	-	-	2,844	-
<b>Sub total</b>	2,844	-	-	2,844	-
<b>Total payments</b>	10,954	-	-	10,954	-
<b>Net of receipts/(payments)</b>	- 244	-	-	- 244	8,660
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	7,189	-	-	7,189	-
<b>Cash funds this year end</b>	6,945	-	-	6,945	8,660

## 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>	Account Balance at 31/03/2023	6,945	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	6,945	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	<b>Details</b>			
	Shop stock, various books.	350	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	<b>Details</b>			
		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	<b>Details</b>			
		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	<b>Details</b>			
		Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
			Robert Swanson	31/01/2024