

RAF STATION COLTISHALL HERITAGE TRUST
ANNUAL REPORT AND FINANCIAL STATEMENT
FOR THE YEAR ENDED 31 JANUARY 2025

Registered Charity No. 1176736

Waveney Accountants Limited
t/a Newman & Co
Chartered Accountants
7 Hungate
Beccles
Suffolk
NR34 9T

RAF STATION COLTISHALL HERITAGE TRUST

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RAF STATION COLTISHALL HERITAGE TRUST
TRUSTEES' REPORT
For the year ended 31 January 2025

Reference and Administrative Details

Charity Registration No: 1176736

Address: The RAF Coltishall Heritage Centre
Building 40 (Main Guardroom)
Scottow Enterprise Park
Badgersfield, Norfolk NR10 5FB

Trustees:

The Trustees shown below were appointed in 2018 and 2020 and have held office to the date of this report.

Mr. Mervyn Cousens (Chairman)
Mr. Paul Sweetman (Treasurer)
Mr. John Welton (Secretary/Business Manager)
Mr Thomas Hemsall (Exhibition Manager)
Mr Christopher Maloney (Fundraising Manager)
Mr Ian Stannett (Reconnaissance Collection Manager)
Mr David Holland* (Technical Support Manager)
Mr Paul Hendley* (Health & Safety manager)
Mr Carl Lamb** (Marketing & Corporate Business Manager)

*Joined in 2021

** Joined in 2023

Structure, Governance and Management:

Governing Document

The RAF Station Coltishall Heritage Trust is a Charitable Incorporated Organisation (Company No. CE012970) and is governed by the constitution and rules adopted 18 January 2018.

Appointment of Trustees

The Trustees are appointed as per the governing document.

RAF STATION COLTISHALL HERITAGE TRUST
TRUSTEES' REPORT
For the year ended 31 January 2025 Contd....

Objects and Activities:

The object of the CIO is as stated in the Constitution:

1. To advance the education of the public in the history of RAF Coltishall and its place in the defence of the United Kingdom throughout its operational life by the establishment and maintenance of a Heritage Centre to display artefacts, documents and associated media related to RAF Coltishall.
2. To promote the provision of facilities for recreation or other leisure time occupation for the public at large in the interests of social welfare and with the object of improving conditions of life.

The Trustees confirm that they and the management committee operate in accordance with the Charity Commission's general guidance on public benefit in all respects.

Achievements and Performance:

The Trust achieved charitable (CIO) status on 18 January 2018, having formerly been known as the RAF Coltishall Station Heritage Fund. The closing cash balance of the Fund has been treated as an unrestricted donation to the CIO.

During the period to 31 January 2025 the Trust has achieved the following:

Once again, in our fourth year of operations, the RAF Station Coltishall Heritage Trust has seen the RAF Coltishall Heritage Centre continue its success as a major military aviation attraction with steady growth in visitor numbers. Former station staff, both service and civilian together with the general public have again been welcomed and have seen additional exhibits. Visitors have benefitted from the broad knowledge of our growing number of volunteers most of whom served on the Station. This year, we have welcomed a number of new non-veteran volunteers who have brought their enthusiasm for RAF Coltishall together with many useful practical skills to the fold.

We have full access to the former station, now called Scottow Enterprise Park, and this allows us to run guided tours which our visitors find fascinating. Our operation of the Heritage Centre and the tours to such a high standard is made possible by the firm support of the site landlords, Hethel Innovation Ltd, who see us as a vital element of the site's life. In turn, the Trust, provides heritage expertise and activity which ensures that they are able to more than meet their commitments under the conservation and heritage requirements set out in the local authority planning document that covers the operation of the enterprise park and to some extent Norfolk City Council's obligations under the Armed Forces Covenant. The Trust very much appreciates the permission granted by the site managers to allow the scattering of ashes of former RAF Coltishall personnel and this happened on several occasions this year and was greatly appreciated by the families.

RAF STATION COLTISHALL HERITAGE TRUST
TRUSTEES' REPORT
For the year ended 31 January 2025 Contd...

Achievements and Performance Contd....

As usual, our Winter season (November to March) saw the team preparing the Heritage Centre by cleaning, refurbishing and adding new exhibits including a 2 seat Hunter aircraft cockpit, to continue to broaden the appeal of the RAF Coltishall Heritage Centre. In addition, we also offered pre-organised group visits during the closed season and this year a number of organisations took up the opportunity of a private viewing and this brought in revenue to bolster funds. A full programme of group visits together with our normal opening days added to a healthy footfall growth and our visitor's book bears witness to the success of our operation with many glowing reports and a 5 star rating on Tripadvisor.

This year saw the arrival of one of our largest and most significant exhibits in the form of a Jaguar aircraft, the type which operated from RAF Coltishall for over 30 years. Supported by our patron, Air Marshal Sir Chris Harper and Air Vice Marshall Mark Flewin (Air Officer Commanding No 1 Group RAF) a formal presentation was made to Wing Commander Erica Ferguson of the RAF Heritage Branch and this was successful with the allocation of a redundant aircraft from the Jaguar fleet used to train aircraft technicians at RAF Cosford. As the majority of our volunteers are former Jaguar Engineers, a team was selected and working with a specialist contractor, the aircraft was dismantled at Cosford, loaded, transported to site and reassembled in preparation for display. The event was covered in the local press and national aviation magazines. The aircraft arrived in July 2024 and was immediately put on display. A number of missing components were sourced or manufactured and the Jaguar now is a major draw for visitors to the Heritage Centre and the site generally.

Our unique Reconnaissance Collection, now regarded as a nationally significant series of exhibits, has also been enhanced with a further mobile cabin to complete the set and we have obtained a 5 ton Bedford truck that is of the era and of the type used to transport the Reconnaissance Cabins during deployments. The recently acquired cabin is being mounted on the truck to show the role of the vehicle.

The Trust's role in education has again been developed this year with a very successful talk being arranged. Sqn Ldr John Peters, a Tornado pilot who was a prisoner of the Iraqis during the Gulf War gave an enthralling talk on his experiences and this was well attended with local RAF Air Cadet squadrons making full use of the evening's opportunities. Many local people also attended and the event raised significant funds for the Trust. Our cooperation with a Norwich based apprentice training college has been mutually beneficial this year with the college undertaking engineering tasks which gives the apprentices experiences to develop their skills whilst providing the Heritage Centre with refurbished equipment. Both sides see this scheme developing further in the future.

RAF STATION COLTISHALL HERITAGE TRUST
TRUSTEES' REPORT
For the year ended 31 January 2025 Contd...

Achievements and Performance Contd....

The Trust's finances have made significant gains this year. With the addition of a new trustee in 2023 with considerable commercial experience and acumen, a greater level of focus on the fundraising has born fruit. A corporate membership scheme saw several significant local business making grants to the Trust. Regular advertising in aviation heritage magazines has also improved the profile of the Heritage Centre and thus improved footfall.

For the future, plans are in place for the RAF Coltishall to move from the former guardroom to a newly refurbished Air Traffic Control building. The work will be done by the site managers based on funding from the Heritage Lottery Fund and a bid is pending. The Trust has had significant input to the plans and has worked with the architects in drawings up plans to convert the building sympathetically within conservation guidelines.

In summary, the RAF Station Coltishall Heritage Trust has had an extremely busy year on all fronts. It is more than meeting its aims of preserving the history and heritage of RAF Coltishall and presenting it to visitors in an interesting and educational way. The team of mostly RAF veterans continues to grow and maintain its enthusiasm for the project and thus inspires visitors and to enthral them the story of the only RAF Battle of Britain station to have operated fighters throughout its 66 year history.

Volunteers:

The charity is wholly run by unpaid volunteers who are primarily the Trustees. All Trustees undertake their roles on a voluntary/unpaid basis. Further volunteers were recruited this year to provide exhibition guides/educators and to support operations in terms of maintenance of our building and the exhibits.

Financial Review:

The results for the year are set out on page 11 of the financial statements. The financial statements relate to the provision of services to satisfy the charity's financial objectives during the period from 1 February 2024 through to 31 January 2025 and show that we had a total income of £33,237 and our expenditure totalled £23,577. The charity is in its seventh year of operation being registered on 18 January 2018. For the current period £8,517 was brought forward from last year's account to this account on 1 February 2024.

**RAF STATION COLTISHALL HERITAGE TRUST
TRUSTEES' REPORT
For the year ended 31 January 2025 Contd...**

Achievements and Performance Contd....

Reserves Policy:

The charity currently only holds unrestricted reserves. The reserves are represented by cash at bank. The trustees consider that the unrestricted reserves should be sufficient to cover the charitable company's planned expenditure where possible.

Risk Management:

The Trustees have assessed the major risk factors to which the charity is exposed and are satisfied that systems are in place to lessen those risks.

RAF STATION COLTISHALL HERITAGE TRUST
TRUSTEES' REPORT
For the year ended 31 January 2025 Contd...

Statement of Trustees' Responsibilities:

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with the applicable law and the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales 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 charity and the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts Reports) Regulations 2008 and the provisions of the Trust Deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

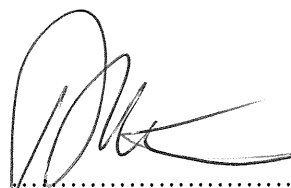
PUBLIC BENEFIT STATEMENT

The Trustees have regard to the Charity Commission's public benefit guidance.

ON BEHALF OF THE TRUSTEES:



.....
Mr. Mervyn Cousens
(Chair of Trustees)



.....
Mr. Paul Sweetman
(Treasurer)

25 March 2025

25 March 2025

RAF STATION COLTISHALL HERITAGE TRUST
INDEPENDENT EXAMINER'S REPORT
Year ended 31 January 2025

Independent examiner's report to the trustees of RAF Station Coltishall Heritage Trust

I report on the accounts of the Charity for the year ended 31st January 2025, which are the Summary of Receipts and Payments and the Treasurer's Report.

Respective responsibilities of trustees and examiner

The Charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is required.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 act;
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any materials respects, the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

RAF STATION COLTISHALL HERITAGE TRUST
INDEPENDENT EXAMINER'S REPORT
Year ended 31 January 2025 contd...

Signed: 

Name: Leslie Newman FCA

Address: Newman & Co
7 Hungate
Beccles
Suffolk
NR34 9TT

Date: 28. MARCH 2025

RAF STATION COLTISHALL HERITAGE TRUST
STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 January 2025

	Unrestricted	2025
	£	£
Incoming Resources		
Donations	16,675	16,675
NND Council Rate Refund	248	248
Jaguar Aircraft Donations	3,950	3,950
Pledge Crowd Funding	9,932	9,932
Corporate Memberships	1,000	1,000
John Peters Lecture Donations	990	990
HMRC Gift Aid	442	442
	<u>33,237</u>	<u>33,237</u>
	=====	=====
Resources Expended		
Building Rent/Rates	3,371	3,371
Building Electricity Charges	504	504
Yard 12 Rent	144	144
Merchandise Costs	940	940
HC Refurbishment Costs	1,758	1,758
Jaguar Refurbishment/Transport Costs	11,388	11,388
Jaguar Advert Costs	1,272	1,272
ATREL Refurbishment Costs	589	589
Hunter Cockpit Refurbishment	309	309
Reece Truck Transport/Restore Costs	563	563
Vintage Tractor Costs	236	236
John Peters Lecture Advert	250	250
John Peters Lecture Catering	71	71
Revetment Hanger Catering	70	70
Internet Fee	24	24
Accountants Fee	300	300
HC Insurance	311	311
HC Public Liability Insurance	629	629
Airside Insurance	615	615
Misc Costs	233	233
Total Resources Expended	<u>23,577</u>	<u>23,577</u>
	=====	=====

RAF STATION COLTISHALL HERITAGE TRUST
STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 January 2025

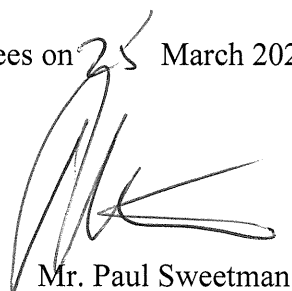
Net Resources Incoming Resources	9,660	9,660
Total Funds brought forward	8,517	8,517
Total funds carried forward	<u>18,177</u> =====	<u>18,177</u> =====

RAF STATION COLTISHALL HERITAGE TRUST
STATEMENT OF ASSETS AND LIABILITIES
As at 31 January 2025

	2025 £
Current Assets	
Cash at bank and in hand	18,177
Net Assets	<u>18,177</u> =====
Funds	
Unrestricted	18,177
Restricted	-
	<u>18,177</u> =====

The financial statements were approved by the Trustees on 25 March 2025.


 Mr. Mervyn Cousens
 (Chair of Trustees)


 Mr. Paul Sweetman
 (Treasurer)

Date: 25 March 2025

Date: 25 March 2025

RAF STATION COLTISHALL HERITAGE TRUST
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 January 2025

1. ACCOUNTING POLICIES

The principal accounting policies are set out below.

Accounting Convention

The financial statements have been prepared under the historical cost convention and are in accordance with applicable UK accounting standards. The financial statements also comply with the Statement of Recommended Practice: "Accounting and Reporting by Charities" published in 2015 and the Charities Act 2011.

Income

Income is accounted for on a receipts basis.

Expenditure

Expenditure is accounted for on a payments basis.

Taxation

The Charity is not liable for assessment to tax on its results.

2. FUNDS

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes. During the period, no restricted income or donations were received.

3. TRANSACTIONS WITH TRUSTEES

No Trustee or connected person received any remuneration or reimbursement of expenses.

4. EMPLOYEES

The Charity had no employees during the year.