

**RAF Brize Norton Service Funds:  
Brize Norton Flying Club  
Unaudited Financial Statements  
Year Ended: 28 February 2021**

**VJH Accountancy Ltd**  
Chartered Accountants  
The Zinc Building  
Ventura Park  
Broadshires Way  
Carterton  
Oxfordshire  
OX18 1AD

**RAF Brize Norton Service Funds: Brize Norton Flying Club**  
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**Year Ended: 28 February 2021**

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**RAF Brize Norton Service Funds: Brize Norton Flying Club**  
**Trustee's Annual Report**  
**Year Ended: 28 February 2021**

The trustee has pleasure in presenting her annual report together with the unaudited financial statements of the RAF Brize Norton Service Funds: Brize Norton Flying Club for the year ended 28 February 2021.

**Reference and Administrative Details**

The Brize Norton Flying Club is an excepted charitable services fund of the Armed Forces which was granted full charitable status on 22 June 2018 under Charity Registration Number 1178894 and aims to give a broader awareness of aviation to RAF Brize Norton personnel and inspire air mindedness.

**Governing Document, Trustees and Principal Officers**

The Brize Norton Flying Club is governed by its own Constitution (December 2015 Edition), adopted 16 April 2018 as amended on 12 June 2018, and the Principal Officers who administer the Fund which is financed by contributions from both service and civilian members and applied at the discretion of the charity's Trustees.

The Trustees and Principal Officers of the Fund are as follows:-

Officer in Charge:	Flt Lt S Coffey (Trustee)
Treasurer:	Flt Lt J C Stephens (Trustee)
Secretary:	Miss L Westnage
Trustees:	Mr E R J Tarr and Mr M P Westwood

<b>Principal Office</b>	RAF Brize Norton Carterton Oxfordshire OX18 3LX
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<b>Independent Examiner</b>	A Churchill Stone FCA DChA
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**Objectives and Activities**

The charity's main objective is the promotion of the efficiency of the Armed Forces of the Crown by the provision of and support to facilities to give service men and women, regardless of rank or trade, the opportunity of learning to fly at the lowest possible cost which is achieved by enabling members to gain and maintain a private pilot's licence, undertake further training such as IMC and night ratings and have pleasure flying.

**Achievements and Performance**

During the year under review the fund made a deficit of £10,251. This deficit was deducted from the distributable funds brought forward from the year ended 29 February 2020, giving a total of £15,510 distributable funds to be carried forward to be used as directed by the members' in future general meeting.



**RAF Brize Norton Service Funds: Brize Norton Flying Club**  
**Trustee's Annual Report (continued)**  
**Year Ended: 28 February 2021**

**Financial Review and Reserves Policy**

Charitable free reserves are defined as income which becomes available to the fund and is to be spent at the trustee's discretion in furtherance of any of the charity's objectives but which is not yet spent, committed or designated.

The free reserves of the fund are represented by the accumulation of cash reserves from the surpluses of receipts over payments in both the current and past financial years. The fund can thus retain the majority of the free reserves for the purpose of financing future charitable objectives.

The level of free reserves is reviewed regularly by the trustee and the charity's reserves policy is to maintain accumulated funds at a sufficient level to meet current annual expenditure levels.

**Responsibilities of the Trustees**

Trustees of excepted charitable funds have the same responsibilities of those of any registered charity.

The trustee is responsible for preparing the Trustee's Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales require the trustee to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements the trustee is required to:-

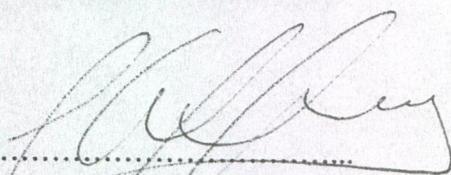
- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed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

The trustee is responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable her to ensure that the financial statements comply with the Charities Act 2011. The trustee is 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.



RAF Brize Norton Service Funds: Brize Norton Flying Club  
Trustees Annual Report (continued)  
Year Ended: 28 February 2021

Signed on behalf of the Trustees

  
.....  
Flight Lieutenant Stuart Coffey  
Trustee

17<sup>th</sup> December 2021



**RAF Brize Norton Service Funds: Brize Norton Flying Club**  
**Independent Examiner's Report to the Trustee**  
**Year Ended: 28 February 2021**

I report on the financial statements of the charity for the year ended 28 February 2021 set out on pages 7 to 9.

**Responsibilities and Basis of Report**

As the charity's trustee 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 charity'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**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. The accounts do not accord with those records; or
3. The accounts do 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.

*VJH Accountancy Ltd.*  
.....  
A Churchill Stone FCA DChA  
Independent Examiner

VJH Accountancy Ltd  
The Zinc Building, Broadshires Way  
Carterton  
OX18 1AD

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**RAF Brize Norton Service Funds: Brize Norton Flying Club**  
**Receipts and Payments Account**  
**Year Ended: 28 February 2021**

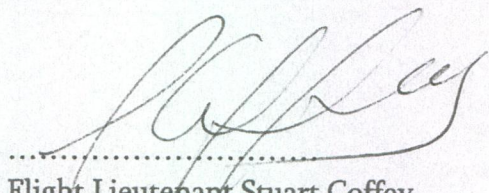
	Note	2021		2020	
		£	£	£	£
<b>Receipts</b>	1		87,836		110,326
<b>Payments</b>					
Hire of Aircraft		31,702		56,855	
Fuel and Landing Fees		32,727		27,570	
Secretary Fees		8,875		9,701	
Transfer to ELC Fund		4,000		-	
Flying Instructor Fees		2,703		7,501	
Flying Fees Refunded		492		221	
Subscriptions		969		948	
Training Fees		1,978		1,286	
Independent Examiner's Fee		-		765	
Insurance		572		533	
Telephone and Internet		1,193		1,200	
Repairs and Maintenance		413		1,588	
Administration		540		510	
Purchase of Flying Equipment		2,842		347	
RAFCCA		-		740	
X Plane Software and hardware		4,000		-	
Aviation services		689		-	
Printing, Potage and Stationery		156		150	
Sundry Expenses		4,236		935	
SIF Correction				90	
			98,087		110,940
<b>Surplus/(deficit) for the Year</b>			<b>(10,251)</b>		<b>(614)</b>
Balance Brought Forward			25,761		26,375
<b>Balance Carried Forward</b>			<b>15,510</b>		<b>25,761</b>



**RAF Brize Norton Service Funds: Brize Norton Flying Club**  
**Statement of Assets and Liabilities**  
**Year Ended: 28 February 2021**

	2021	2020
<b>Assets</b>		
<b>Unrestricted Funds</b>		
Service Funds Bank Account	15,510	25,761

These accounts were approved by the Trustees on 17<sup>th</sup> December 2021 and signed on their behalf by:



.....  
Flight Lieutenant Stuart Coffey  
Trustee



**RAF Brize Norton Service Funds: Brize Norton Flying Club**  
**Notes to the Receipts and Payments Account**  
**Year Ended: 28 February 2021**

	2021	2020
1 Flying Fees and Subscriptions	47,427	73,945
RAFFCA - JRPSS	7,621	15,085
MoD Funding	-	6,433
ELC Funding	-	12,535
Transfer for ELC flying	10,335	-
SIF Correction	-	848
Excel	11,209	-
Summup Payments Ltd	5,955	-
DBS	5,000	-
Flight Training Scholarship	-	1,480
Transfer from 20218	290	
	<u>87,836</u>	<u>110,326</u>