



Trustees' Annual Report for the period

Period start date		Period end date	
From	01 Jan 2020	To	31 Dec 2020

Section A Reference and administration details

Charity name Hornchurch Aerodrome Historical Trust

Other names charity is known by RAF Hornchurch Heritage Centre

Registered charity number (if any) 1182040

Charity's principal address Sutton's House, 119 – 121 Suttons Lane,
Hornchurch,
Essex
Postcode RM12 6RU

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	Tony Philpot	Chairman		
2	Terry Roberts	Vice Chairman		
3	Jeff Skillman	Treasurer		
4	John Donovan			
5	David Goldstein			
6	Paul Manning			
7	Martin Friel			
8	Ray Morgan		1 Jan 2020 to 23 Aug 2020	
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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

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 (CIO).
Trustee selection methods (eg. appointed by, elected by)	Election and appointed by the Board of Trustees in accordance with the Constitution.

Additional governance issues (Optional information)

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.

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Section C Objectives and activities

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

1. To advance the education of the public in the history of Hornchurch Aerodrome 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 relating to Hornchurch Aerodrome.
2. To promote the efficiency of the Armed Forces of the Crown, advance education and promote good citizenship amongst the public by commemorating the pilots and personnel who served at Hornchurch Aerodrome and the local civilians who supported them in such ways as the trustees see fit.

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)

The charity raises funds through public exhibitions to achieve the objectives of the Charity and to renovate the freehold property known as Sutton's House. This property consisting of 2 semi-detached houses combined as a single property was generously gifted by Bellway Homes Limited on 20 November 2020 to become the RAF Hornchurch Heritage Centre. It is anticipated that the Heritage Centre will open in 2021 subject to the relaxation of COVID19 restrictions.

The Trustees understand and have acknowledged that they have a duty to 'have regard' to the commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

The Trustees understand and have acknowledged that as a charity trustee, 'having regard' to the commission's public benefit guidance means being able to show that:

- (i) they are aware of the guidance.
- (ii) they have taken it into account when making a decision to which the guidance is relevant.
- (iii) If they decide to depart from the guidance, they must have a good reason for doing so.

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.

Summary of the main achievements of the charity during the year

1. Completion of the conveyance of the freehold property known as Sutton's House from Bellway Homes Limited to the Charity by way of a gift (nil consideration) on 20 November 2020.
2. Completion of all refurbishment and renovation of the freehold property known as Sutton's House and the installation of all artefacts and displays in readiness for opening in 2021.
3. Continuation of the establishment of relationships with potential new sponsors/benefactors. During 2020 the Charity received total funding/donations of £12,505 from all sources.
4. Establishment of a wider network of like-minded volunteers and business contacts across a variety of trades to assist with the renovation and transformation of Sutton's House into a dedicated Heritage Centre.
5. Establishment of relationships with a number of similar museums and heritage centres for networking purposes and to gain invaluable insight and knowledge. This was achieved through joining the Military Aviation Heritage Networks.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Charity's policy on reserves can be summarised as:

1. To maintain an agreed reserve amount as a contingency for emergency requirements in a liquid format for immediate access. This is currently £5,000 maintained as a minimum account balance.
2. To undertake regular review or as may be required of the Charity's reserve amount to ensure it is proportionate to the ongoing needs of the Charity taking into consideration but not exclusively operational requirements, funding requirements, risk mitigation, working capital and financial climate.
3. To allocate specific reserves for specific projects or purposes as may be required to ensure that the ongoing operation of the Charity is not impacted.
4. To regularly monitor and review the effectiveness of the policy in the light of the changing funding and financial climate and any other associated risks.

Details of any funds materially in deficit

There are no funds 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)		
Full name(s)	Tony Philpot	Jeff Skillman
Position (eg Secretary, Chair, etc)	Chairman	Treasurer
Date	7 SEPTEMBER 2021	

Charity number: 1182040

Hornchurch Aerodrome Historical Trust CIO

Unaudited

Trustees' report and financial statements

For the year ended 31 December 2020

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Hornchurch Aerodrome Historical Trust CIO

Reference and administrative details of the charity, its trustees and advisers For the year ended 31 December 2020

President

The Right Honourable Iain Duncan Smith MP

Vice President

Brendan Finucane QC

Trustees

Mr T Philpot (Chairman)
Mr T Roberts (Vice Chairman)
Mr J Skillman (Treasurer)
Mr J Donovan
Mr D Goldstein
Mr P Manning
Mr M Friel

Charity registered number

1182040

Principal Office

Sutton's House
119 – 121 Suttons Lane
Hornchurch
Essex
RM12 6RU

Independent examiner

Mr A Currey

Bankers

National Westminster Bank plc
120 - 122 High Street
Hornchurch
Essex
RM12 4UL

Hornchurch Aerodrome Historical Trust CIO

Trustees' report

For year ended 31 December 2020

The Trustees present their annual report together with the financial statements of the Charity Hornchurch Aerodrome Historical Trust CIO for the year 1 January 2020 to 31 December 2020. The Charity operates under the name of the RAF Hornchurch Heritage Centre.

Objectives and Activities

Policies and Objectives

The objects of the CIO called Hornchurch Aerodrome Historical Trust are:

1. To advance the education of the public in the history of Hornchurch Aerodrome 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 relating to Hornchurch Aerodrome.
2. To promote the efficiency of the Armed Forces of the Crown, advance education and promote good citizenship amongst the public by commemorating the pilots and personnel who served at Hornchurch Aerodrome and the local civilians who supported them in such ways as the trustees see fit.

Activities for achieving objectives

In planning our objectives for the year, the Trustees have ensured that they have complied with the duty in S.17 of the Charities Act 2011 and kept in mind the Charity Commission's guidance on public benefit.

To achieve its objectives, the Charity runs public exhibitions and following renovation and transfer of the freehold title in November 2020 will operate as the RAF Hornchurch Heritage Centre based at the Charity's Principal Office. Opening of the Heritage Centre will take place in 2021.

Achievements and Performance

Review of activities

The Charity had previously achieved its objectives as a Society through the organisation of public exhibitions at local events and through dedicated events organised by the Society. However in 2018, the opportunity arose to secure freehold premises for a permanent Heritage Centre based on part of the former aerodrome at Hornchurch. Here a local obsolete hospital sited next to the aerodrome had been purchased by Bellway Homes Limited for redevelopment for housing. Following an approach by the Society to Bellway Homes Limited with a Business Plan to use the former Sutton's House as a Heritage Centre, Bellway Homes Limited generously agreed to gift the freehold property to the Society on the basis that it became a Charity. During 2019, the Society became a Trust and a Registered Charity (no. 1182040) to facilitate receipt of the property as a gift and Bellway Homes Limited generously allowed the Charity to undertake refurbishment of the property under their tenure. Refurbishment continued into 2020 but progress was impacted by the Coronavirus Pandemic which due to a number of lock downs limited the Charity's ability to complete Heritage Centre. In November 2020 transfer of the property was successfully completed and the Heritage Centre will be completed and ready for to be opened to the public in 2021.

Financial review

Constitution

The Charity was registered as a Charitable Incorporated Organisation on 14 February 2019 and its governing document is its constitution.

Method of appointment or election of Trustees

The management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the constitution. Trustee Mr R Morgon resigned with effect from 23 August 2020.

Accounting Policy

The Charity's accounting policy for the preparation of its annual report and financial statements is on the Accruals basis in accordance with the SORP to provide a true and fair view of the activities of the charity.

Risk management

The Trustees have assessed the major risks to which the Charity is exposed and are satisfied that systems and procedures are in place to mitigate its exposure to major risks.

Reserves Policy

The Charity's policy on reserves can be summarised as:

1. To maintain an agreed reserve amount as a contingency for emergency requirements in a liquid format for immediate access. This is currently £5,000 maintained as a minimum account balance.
2. To undertake regular review or as may be required of the Charity's reserve amount to ensure it is proportionate to the ongoing needs of the Charity taking into consideration but not exclusively operational requirements, funding requirements, risk mitigation, working capital and financial climate.
3. To allocate specific reserves for specific projects or purposes as may be required to ensure that the ongoing operation of the Charity is not impacted.
4. To regularly monitor and review the effectiveness of the policy in the light of the changing funding and financial climate and any other associated risks.

Trustees' responsibilities statement

The Trustees are responsible for preparing the Trustees' 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 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 of the incoming resources and application of resources of the Charity for the period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- 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 proper accounting records that are sufficient to show and explain the Charity's transactions and 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 and 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 of fraud and other irregularities.

This report was approved by the Trustees on 7 September 2021 and signed on their behalf.



Mr J Skillman
Treasurer and Trustee

Hornchurch Aerodrome Historical Trust CIO

Independent Examiner's report For year ended 31 December 2020

Independent examiner's report to the Trustees of Hornchurch Aerodrome Historical Trust CIO (the 'Charity')

I report to the Charity Trustees on my examination of the accounts of the Charity Hornchurch Aerodrome Historical Trust for the year ended 31 December 2020.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity's Trustees as a body, for my work or for this report.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 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 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that Charity has prepared the accounts in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities : Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extent regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I can confirm that no 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 2011 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.

Signed

Dated

7 September 2021



Mr A Currey

105 Laburnham Walk,
Hornchurch,
Essex.
RM12 5RJ

