



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' annual report for the period

**From: Period start date** 1 April 2023

**To: Period end date** 31 March 2024

**Charity name: Martlesham Heath Aviation Society (MHAS)**

**Charity registration number: 1184409**

**Company number: N/A**

## Objectives and activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To promote the preservation for the public benefit of the historical features of the Martlesham Heath airfield including the WW2 Control Tower. The advancement for the public benefit by the provision of a museum providing a learning environment and associated activities.
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	To maintain and open to the public a museum in a 2 <sup>nd</sup> World War airfield Control Tower, plus information boards explaining associated nearby historic structures. To offer educational local WW2 history activities to local schools and youth groups at the museum.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The MHAS Constitution conforms with Charity Commission guidance and is followed by the MHAS Trustees – all volunteers.

## Additional information (optional)

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	

Other		
-------	--	--

## Achievements and performance

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>The Control Tower museum is almost the last remaining feature of a large pre and post 2<sup>nd</sup> World War airfield located in what is now a residential estate and area of retail shops, a school, light industry and businesses. It continues to stand as a reminder of the history of the local area.</p> <p>Our presence is appreciated both by the local population and the wider aviation interest groups that come to visit.</p> <p>The local schools and youth groups take advantage of the impact of WW2 on the local area educational facilities that we offer.</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 a similar level as the previous year, MHAS continues to be solvent funded by voluntary donations, member subscriptions and various fund-raising activities.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Working capital is held in a bank current account and the balance of funds are held in a bank deposit account, earning interest at standard bank rates.
Amount of reserves held	Para 1.22	£21,200
Reasons for holding zero	Para 1.22	N/A

reserves		
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

### 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	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, governance and management

Description of charity's trusts:		Charitable Incorporated Organisation (CIO)
Type of governing document: for example, <a href="#">trust deed</a> , <a href="#">memorandum and articles of association</a> etc	Para 1.25	CIO Constitution
How is the charity constituted? for example <a href="#">limited company</a> , <a href="#">unincorporated association</a> , <a href="#">CIO</a>	Para 1.25	It is a 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	New potential trustees are nominated by existing trustees and can be appointed by trustees in accordance with the CIO Constitution process.

### 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 charity's organisational structure and any wider		

network with which the charity works		
Relationship with any related parties	Para 1.51	
Other		

## Reference and administrative details

Charity name	Martlesham Heath Aviation Society
Other name the charity uses	MHAS
Registered charity number	1184409
Charity's principal address	Control Tower, Parkers Place, Ipswich IP5 3UZ, Suffolk

## 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	Martyn Cook	Chairman		
	2	Pat Lisseman	Treasurer		
	3	John Howarth	Secretary		
	4	Ian Lisseman			
	5	Brian Gray			
	6	Robert Alexander			
	7	Allan Stimson			
	8	Colin Whitmore			
	9	Vicky Gunnell			
	10	Howard King			
	11	Paul Carver			
	12				

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

Director name	
<b>N/A</b>	

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

Trustee name	Dates acted if not for whole year
<b>N/A</b>	

## 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

safe custody and segregation of such assets from the charity's own assets	
---	--

**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)**

**Exemptions from disclosure**

Reason for non-disclosure of key personnel details

N/A

**Other optional information**

**Declarations**

~~The company has taken advantage of the small companies' exemption in preparing the report above.~~

The trustees declare that they have approved the trustees' report (including directors' report) above.

Signed on behalf of the charity's trustees/directors

Signature(s)	M. L. Cook	J. Carson Honarth
Full name(s)	MARCO LLOYD COOK	JOHN CARSON HONARTH
Position (for example Secretary, Chair, etc)	CHAIR	Secretary
Date	13 <sup>th</sup> November 2024	

## MHAS CIO TREASURER REPORT TO MEMBERS 31ST MARCH 2024

	INCOME 2023/4	INCOME 2022/3	See Note
			1
Subscriptions	984.00	1064.00	
Meeting Receipts	1548.90	2901.00	2
Donations	2724.02	2115.53	3
Shop Sales	1165.19	952.88	
Second Hand Book Sales	259.50	294.03	
E Bay Sales	160.00		4
Ticket Sales and Outings	1048.99	1093.50	
MHAS Open Day	1414.53	1659.96	
Tax Rebate Gift Aid	428.28	198.53	
East Suffolk Grants	2245.00	1000.00	See 8
Runway Advert - D Chapman	80.00		
Sale of surplus flying suits		875.00	
Misc	1.67		
Refund for Remembrance Wreaths		157.50	
Interest Nat West Accounts	338.17	64.50	5
<b>Total Income for Year</b>	<b>12398.25</b>	<b>12376.43</b>	
	<b>EXPENDITURE 2023/4</b>	<b>EXPENDITURE 2022/3</b>	
Trips and Outings	1061.37	1105.00	
Exp Monthly Meetings	1404.94	1838.67	
MHAS Open Day	616.78	1132.43	
Refreshments Tower	285.98	184.09	6
Utility Bills	1085.79	971.56	
Shop Stock	879.10	798.72	
Museum Displays	1882.88	1673.95	7
Museum Fabric & Maintenance	1180.20	1707.22	8
Publicity	197.62	493.74	
Printing & Postage Newsletters	441.79	363.56	
Insurance	96.00	184.02	
Printing	93.38	88.26	
Stationary & Postage	118.09	74.71	
Broadband/ web site	475.84	71.86	9
Remembrance Service	204.00	277.50	
Misc	307.06	822.87	
<b>Total Expenditure for Year</b>	<b>10330.82</b>	<b>11788.16</b>	
<b>Net Income</b>	<b>2067.43</b>	<b>588.27</b>	
<b>Opening Balance 1.4.23</b>		<b>21385.10</b>	
<b>Closing Balance 31.3.24</b>		<b>23452.53</b>	
<b>Reconciliiation 31.3.24</b>			
<b>Bank Balance - Current Account</b>		<b>1792.24</b>	
<b>35 Day Liquidity Account</b>		<b>7579.24</b>	
<b>90 Day Liquidity Account</b>		<b>13980.17</b>	
<b>Cash held by Treasurer</b>		<b>100.63</b>	

23452.28
----------

I confirm that this is a true record and statement of accounts
--

Pat Lisseman - Treasurer   Dated 1st April 2024
---

### TREASURER NOTES

1. We are extremely grateful to all our members who have continued to support us by paying their annual subscriptions especially to those who have signed gift aid forms.
---

2. Whilst Speaker costs and hall fees have risen door receipts are lower - we did have to cancel one meeting due to prevailing weather conditions. Costs and receipts are being closely monitored.
--

3. Donations include: Receipts from Trustee's talk to external groups - £40; Opening of museum for private visits (including schools and youth groups) - £658.50; Donation from Redwoods the owners of the Martlesham Business Park £500; Donations in memory of Wally Mutimer £368.50; Donation from American member 100 \$ - £70.82
---

4. We have a new volunteer who is helping us raise money by selling unwanted artefacts on ebay - to date he has raised £160.
--

5. We have transferred money from the Nat West Reserve Accounts into Nat West Liquidity 35 and 95 day notice accounts to improve return.
--

6. The museum is open every Wednesday morning when a working group maintain the Control Tower and grounds and refreshments are provided.
--

7. Work has been carried out to improve the "bunker" experience and refit the Anderson Shelter. Having received the donation of Bill Crump's flying jacket a new display cabinet was built for the American Room. New banners and information boards have been purchased - Spitfire outline painted with plans for a Mustang. Two memorial books were printed and bound - copy in Control Tower and one in the church.
--

8. Contract has been placed for the repainting of the Control Tower in May 2024 - £2245 Grant received from East Suffolk Council towards the cost. External lighting has been improved.
---

9. Money has been spent setting up a new Web Site with technical support and advice from Suffolk Cloud.
---