

REGISTERED CHARITY NUMBER: 1195390

REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS FOR THE PERIOD 1 APRIL 2023 TO 31 MARCH 2024  
FOR

WW1 Remembrance Centre

**WW1 Remembrance Centre**

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FOR THE PERIOD 1 APRIL 2023 TO 31 MARCH 2024**

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## **WW1 Remembrance Centre**

### **REPORT OF THE TRUSTEES FOR THE PERIOD 1 APRIL 2023 TO 31 MARCH 2024**

The trustees present their report with the financial statements of the charity for the period 1 April 2023 to 31 March 2024. The trustees have adopted the provisions of 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) (effective 1 January 2019).

#### **OBJECTIVES AND ACTIVITIES**

##### **Objects and Aims**

The WW1 Remembrance Centre, to advance education for the public benefit in the stories and events of the First World War through collecting, preserving, and interpreting Artefacts, Photographs, Documents, Manuscripts, and oral history testimony, and through the operation of a museum, workshops, lectures and battlefield tours. Nothing in this constitution shall authorise an application of the property of the CIO for purposes which are not charitable.

##### **Activities**

The WW1 Remembrance Centre hosts group visits from schools, clubs and associations and both current and former members of the Armed Forces. We also host students undertaking work placements, young people volunteering as part of the Duke of Edinburgh Award Scheme, and overseas students learning English language, culture and history. Guided tours of WW1 battlefields in Belgium and France are arranged in association with the Centre, but are operated independently. Our Museum is open to the public six days a week, (subject to availability of volunteers), with entry free of charge.

The WW1 Remembrance Centre premises are in a Scheduled Ancient Monument, without mains electricity, gas, water supply or drainage, which imposes particular challenges for access, safety and comfort of staff and visitors. The Trust intends to continue to occupy, conserve and maintain these premises on behalf of the landlord, Portsmouth City Council, and to work within the limits of Scheduled Monument restrictions to keep the building safe and accessible. The Trust will undertake fundraising events to finance this and our core activities, while maintaining a sound financial base.

##### **Activities outside the UK**

The Trust undertakes no activity outside the UK.

##### **Trading subsidiaries**

The Trust has no trading subsidiaries

##### **Public benefit**

In accordance with the requirements of the Charities Act 2011 and the associated Charities (Accounts and Reports) Regulations 2008, the trustees confirm that they have complied with their duties to have due regard to the guidance on public benefit as published by the Charity Commission, in exercising their powers and duties in the period under review.

**WW1 Remembrance Centre**  
**REPORT OF THE TRUSTEES**  
**FOR THE PERIOD 1 APRIL 2023 TO 31 MARCH 2024**

**FINANCIAL REVIEW**

**Overview**

Prior to and since becoming a Charitable Trust, the WW1 Remembrance Centre has always tried to achieve financial balance each year. However, the unpredictable and somewhat seasonal nature of reliance on donations means that management of cash flow can be difficult across the financial year. To resolve this the Trustees have stripped out unnecessary costs and made savings where possible in order to build up a moderate cash reserve to absorb fluctuations in receipts and outgoings, to improve our financial position in future years.

**Investment Policy**

The Trust has no excess cash balances at present and therefore has no investments. In the event of the charity having funds to invest the trustees will consider the options, taking independent financial advice where necessary. The trustees' policy will be to use low risk investments with the best income generating possibilities.

**Reserves Policy**

The Trust currently has no cash reserves.

## **WW1 Remembrance Centre**

### **REPORT OF THE TRUSTEES FOR THE PERIOD 1 APRIL 2023 TO 31 MARCH 2024**

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The charity was incorporated as a Charitable Incorporated Organisation on 4 August 2021.

##### **Organisation structure**

The Trust is overseen by a Board of 4 Trustees. Day to day management of the WW1 Remembrance Centre is the responsibility of the CEO, who is accountable to the Board of Trustees.

##### **Volunteers**

The WW1 Remembrance Centre is staffed by a full-time (unpaid) Chief Executive Officer, and a team of regular volunteers, supported by occasional volunteers who donate time and specialist skills such as model-making, electrical work and carpentry.

##### **Wider networks and related parties**

The Trust is not a member of any wider network. The Trust has entered into a related party transaction with Deployable Solutions Ltd. for the provision of security alarms and CCTV monitoring at our premises. Deployable Solutions Ltd is owned and operated by the WW1 Remembrance Centre Patron and former Trustee, Ben French.

##### **Safeguarding**

The WW1 Remembrance Centre hosts volunteers and students aged under-18. Our CEO is DBS checked and is present at all times when young or vulnerable people are on site.

##### **Risk management**

The trustees have conducted a review of the major risks to which the charity is exposed. Where appropriate systems or procedures have been established to mitigate the risks the charity faces.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Registered Charity number**

1191737

##### **Registered office**

Portsmouth Guildhall  
Guildhall Square  
Portsmouth  
Hampshire  
PO1 2AB

**WW1 Remembrance Centre**

**REPORT OF THE TRUSTEES  
FOR THE PERIOD 1 APRIL 2023 TO 31 MARCH 2024**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Trustees**

A Coombs  
J Gandar (Chair)  
M Pearson  
S Haskell

**Bankers**

National Westminster Bank  
107 St James' Square  
NEWPORT  
Isle of Wight

Approved by order of the board of trustees on 29<sup>th</sup> November 2024 and signed on its behalf by:

J Gandar – Trustee (Chair)

**WW1 Remembrance Centre  
STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE PERIOD 1 APRIL 2023 TO 31 MARCH 2024**

			31.3.24
	Unrestricted	Restricted	Total funds
	funds	fund	
	£	£	£
Not es			
<b>OPENING BALANCE AT 1.4.23</b>			590.29
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	3412.53	-	3412.53
<b>Charitable activities</b>			
Museum Operation	-	-	-
Investment income	-	-	-
<b>Total</b>	3412.53	-	3412.53
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Museum Operation	3319.69	-	3319.69
<b>NET INCOME</b>	92.84	-	92.84
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	590.29	-	-
	683.13		683.13
<b>TOTAL FUNDS CARRIED FORWARD</b>	-	-	-
	683.13		683.13

The notes form part of these financial statements

WW1 Remembrance Centre

**BALANCE SHEET  
AT 31 MARCH 2024**

	Notes	31.3.24 £
<b>CURRENT ASSETS</b>		
Debtors		-
Cash at bank and in hand		<u>683.13</u>
		-
<b>CREDITORS</b>		
Amounts falling due within one year		-
		<u>-</u>
<b>NET CURRENT ASSETS</b>		<u>-</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>-</u>
<b>NET ASSETS</b>		<u><u>-</u></u>
<b>FUNDS</b>		
Unrestricted funds		683.13
Restricted funds		<u>-</u>
<b>TOTAL FUNDS</b>		<u><u>683.13</u></u> <u>683.13</u>

The financial statements were approved and authorised for issue by the Board of Trustees on 20<sup>th</sup> November 2024 and were signed on its behalf by:

J Gandar - Trustee (Chair)



**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE PERIOD 1 APRIL 2023 TO 31 MARCH 2024**

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value.

**Income**

Voluntary income including donations, gifts and legacies and grants that provide core funding or are of a general nature are recognised where there is entitlement, the receipt is probable and the amount can be measured with sufficient reliability.

Investment income is recognised on a receivable basis.

Income from charitable activities includes income received under contract or where entitlement to grant funding is subject to specific performance conditions. Such income is only deferred when:

- the donor specifies that the grant or donation must only be used in future accounting periods; or
- the donor has imposed conditions which must be met before the charity has unconditional entitlement.

**Volunteers and donated services**

The value of services provided by volunteers is not incorporated into these financial statements.

Where goods or services are provided to the charity as a donation that would normally be purchased from suppliers, these contributions are included in the financial statements at an estimate based on the value of the contribution to the charity.

**Expenditure**

Expenditure is recognised when a liability is incurred. Contractual arrangements are recognised as goods or services are supplied.

- Costs of raising funds are those costs incurred in attracting voluntary income.
- Charitable activities include expenditure associated with supporting the WW1 Remembrance Centre. Charitable activities include both the direct costs and support costs relating to these activities.
- Support and Governance costs include central functions and have been allocated to activities on a basis consistent with the use of resources.

**Irrecoverable VAT**

All resources expended are classified under activity headings that aggregate all costs related to the category. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

## WW1 Remembrance Centre

### NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE PERIOD 1 APRIL 2023 TO 31 MARCH 2024

#### 1. ACCOUNTING POLICIES - continued

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings, etc - 20% and 33% on cost

Individual fixed assets costing £250 or more are capitalised at cost.

##### **Taxation**

The charity is exempt from corporation tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

#### 2. DONATIONS AND LEGACIES

	31.3.24
	£
Donated goods and services	<u>2599.71</u>

#### 3. INVESTMENT INCOME

	31.3.24
	£
Interest received	<u>0</u>

#### 4. INCOME FROM CHARITABLE ACTIVITIES

		31.3.24
		£
Grants	Activity	
	Supporting Museum Activities	<u>0</u>
		<u>2599.71</u>

WW1 Remembrance Centre

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE PERIOD 4 AUGUST 2023 TO 31 MARCH 2024

5. CHARITABLE ACTIVITIES COSTS

	Direct costs (See note 6) £	Support costs (See note 7) £	Totals £
Supporting Trust Activity	<u>-</u>	<u>-</u>	<u>-</u>

6. DIRECT COSTS OF CHARITABLE ACTIVITIES

	31.3.24 £
Building Security and Maintenance	770.00
Insurance	732.00
Sanitation	<u>1200.00</u>
	<u>-</u>
	<u>2702.00</u>

7. SUPPORT COSTS

	Management £	Governance costs £	Totals £
Supporting Museum Activities	<u>-</u>	<u>-</u>	<u>-</u>

Support costs, included in the above, are as follows:

**Management**

	31.3.24 Supporting Trust Activity £
IT and communications costs	<u>-</u>

**Governance costs**

	31.3.24 Supporting Trust Activity £
Trustees' indemnity insurance	-
Legal and professional fees	<u>-</u>
	<u>-</u>
	<u>2702.00</u>

# WW1 Remembrance Centre

## NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE PERIOD 1 APRIL 2023 TO 31 MARCH 2024

### 8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the period ended 31 March 2024.

#### Trustees' expenses

During the period no trustee was reimbursed for out of pocket expenses.

### 9. STAFF COSTS

The charity had no employees in the period and therefore no employee received emoluments in excess of £60,000.

### 10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.24
	£
Accrued income	-
Other debtors	-
	<u>-</u>
	<u>-</u>

### 11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.24
	£
Trade creditors	-
Other creditors	-
	<u>-</u>
	<u>-</u>

### 12. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds £	Restricted fund £	31.3.24 Total funds £
Fixed assets	-	-	-
Current assets	590.29	-	590.29
Current liabilities	-	-	-
	<u>590.29</u>	<u>-</u>	<u>590.29</u>
	<u>-</u>	<u>-</u>	<u>-</u>
	<u>590.29</u>	<u>-</u>	<u>590.29</u>

# WW1 Remembrance Centre

## NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE PERIOD 1 APRIL 2023 TO 31 MARCH 2024

### 13. MOVEMENT IN FUNDS

	At 1.4.23 £	Net movement in funds £	Transfers between funds £	At 31.3.24 £
<b>Unrestricted funds</b>				
General fund	<u>692.62</u>	<u>-102.33</u>	<u>-</u>	<u>590.29</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Net movement in funds £
<b>Unrestricted funds</b>			
General fund	<u>2599.71</u>	<u>2702.04</u>	<u>-102.33</u>

### 14. RELATED PARTY DISCLOSURES

The Trust has entered into a related party transaction with Deployable Solutions Ltd, owned by Museum Patron and former Trustee Mr B French for the provision of CCTV monitoring and security of the Museum premises, with effect From 20 November 2023.

### 15. ULTIMATE CONTROLLING PARTY

The charity is under the control of its trustees. No one trustee has control of the charity.