



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From **8/2/2022** Period start date To **31/3/2023** Period end date

Charity name: **The Fort Halstead Trust**

Charity registration number: **1197843**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	1. To preserve, for the public benefit, Fort Halstead, a Victorian mobilisation centre (scheduled monument 303), and the associated apparatus, documents, films, photographs, artefacts, other associated buildings within the historic enclave as defined by the Fort Halstead site development plan and any other items connected to Fort Halstead. 2. To advance the education of the public on the historical work of Fort Halstead in all areas and the impact this had on today's modern world. 3. To benefit the public by working with similar organisations in furtherance of the above objects.
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	Board members have achieved Registered Charity Status for the Trust Create website to attract new membership, host various media and support information archive.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Recommendations of the CC are being followed up by the Board: a. Recommended amendments to the Constitution and governing document agreed and implemented b. Discussions initiated with the developers aiming to reach a formal agreement regarding use of the site.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	No grants are currently made.

Policy on social investment including program related investment	Para 1.38	<i>Current investment is funded by loans from the Board to support website development</i>
Contribution made by volunteers	Para 1.38	All current Board members are volunteers.
Other		

Achievements and Performance

	SORP reference	
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	<ul style="list-style-type: none"> • FHT Board established • ToR's for Board Members agreed • CIO structure of the FHT agreed • Bank account and PayPal accounts up and running • Website development underway • Discussions initiated with Dstl regarding passing over historic artefacts and reports to the FHT. • Discussions initiated with Developers regarding future requirements of the Trust and use of the site

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Charity Status achieved Website Development underway
Performance of fundraising activities against objectives set	Para 1.41	Fundraising has been limited to minor sales and income from talks to local associations. The Board expect this to improve once an agreement has been reached with Dstl regarding transfer of historic assets to the Trust.
Investment performance	Para 1.41	N/A

against objectives		
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Trustees have incurred costs, invested in the development of the Trust website.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	N/A
Amount of reserves held	Para 1.22	£0
Reasons for holding zero reserves	Para 1.22	Trust has recently been set up and unable to raise sufficient funds for a reserve.
Details of fund materially in deficit	Para 1.24	The trust currently has debts of £741 made up of loans to support the initial setting up of the website and cost of mugs.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The future of the Trust is dependent on reaching an agreement with the developers regarding use of and access to the site

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	Membership fees.
Investment policy and objectives including any social investment policy adopted	Para 1.46	Not applicable.
A description of the principal risks facing the charity	Para 1.46	Agreement with the developers regarding use of the site, maintenance and access to buildings on site. Access to historic artefacts currently held by Dstl.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	CIO Association Constitution
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	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	See FHT Constitution section 13

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	See FHT Constitution section 14
The charity's organisational structure and any wider network with which the charity works	Para 1.51	None
Relationship with any related parties	Para 1.51	None
Other		

Reference and Administrative details

Charity name	FORT HALSTEAD TRUST
Other name the charity uses	
Registered charity number	1197843
Charity's principal address	Building A14, Fort Halstead, Sevenoaks, Kent, TN14 7BP

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	Kevin Wagstaff	Chairperson		
2	Robert Ruffles	Secretary		
3	Andrew Kieselack	Treasurer		
4	Gordon Pattison	Dstl Liaison		
5	Tracey Vine	QinetiQ Liaison		
6	Graham Rood	FAST Advisor		
7	Rowena Willard Wright	HE Advisor		
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
--------------	-----------------------------------	--

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
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

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

--

Other optional information

--

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

	
---	--

Full name(s)

Kevin Wagstaff	
----------------	--

Position (eg Secretary,
Chair, etc)

Chair	
-------	--

Date

13 May 2024



CHARITY COMMISSION
FOR ENGLAND AND WALES

The Fort Halstead Trust

1197843

Receipts and payments accounts

CC16a

For the period
from

Period start date
08/02/22

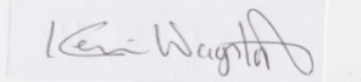
To

Period end date
31/03/23

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Sales	295	-	-	295	-
Memberships	19	-	-	19	-
Donations	200	-	-	200	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	514	-	-	514	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	514	-	-	514	-
A3 Payments					
IT/Website	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	-	-	-	-	-
Net of receipts/(payments)	514	-	-	514	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	357	-	-	357	-
Cash funds this year end	871	-	-	871	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank	795	-	-
	Paypal	76	-	-
		-	-	-
	Total cash funds	871	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	to nearest £	to nearest £	to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Loan from NM (IT & Website costs)		1,186	
	Loan from GP (Purchase of mugs & IT)		326	
	Loan From AK (Bank account float)		100	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Kevin Wagstaff Chair	13-May-24	