

Registered Charity Number 270477

**REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS
FOR THE YEAR ENDING 31 DECEMBER 2023
FOR THE ROYAL ARMY PAY CORPS REGIMENTAL ASSOCIATION**



Royal Army Pay Corps Regimental Association
Financial Statements for the year ended 31 December 2022

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INDEPENDENT EXAMINER

Paul Chamberlain
Chamberlains Chartered Accountants
Elm House, Tanshire Park
Shackleford Road
Elstead, Godalming
Surrey, GU8 6LB

REPORT OF THE TRUSTEES OF THE RAPC REGIMENTAL ASSOCIATION FOR THE YEAR ENDING 31 DECEMBER 2023

INTRODUCTION

1. The Trustees submit this their 76th report and financial statements for the Royal Army Pay Corps (RAPC) Regimental Association for the year ending 31 December 2023. The Association Board of Trustees set the strategy and operating parameters for all activities including the policies for the making of grants, investments and reserves. The day-to-day routine administration is delegated to the 3 Committee Chairmen (Finance, Membership and Welfare) supported by the Association Administrator who is supervised by the Association's Honorary Secretary.

OBJECTS

2. The objects of the RAPC Regimental Association, as laid down in the Rules, are:
- a. To promote the efficiency of the Army by:
 - (1) Maintaining contact between former members of the former Royal Army Pay Corps (the former Corps) and former or serving members of the Adjutant General's Corps (Staff and Personnel Support Branch) (the Branch); fostering mutual friendship between them and providing for social gatherings for them; and
 - (2) Fostering esprit de corps, comradeship and the welfare of the Branch and preserving its traditions and those of the former Corps.
 - b. To relieve either generally or individually members of the Association, former members of the former Corps and former and serving members of the Branch and their dependants, who are in conditions of need, hardship or distress.

GOVERNANCE

3. The Association is a General Charity with a registered number of 270477. The Accounts are shown on pages 18 to 24 of this report. The address for communications is:

RAPC Regimental Association
PO Box 2044, Andover, Hants
SP10 9LZ

email address: administrator@rapc-association.org.uk

4. **The Rules.** The constitution, organisational structure, objects and the methods by which they are attained are as laid down in the Rules which also act as the Charity's governing document. The Trustees passed a resolution to approve a number of administrative amendments to the rules at their meeting on 27 October 2023 and these were subsequently forwarded to, and accepted by, the Charity Commission. The revised rules were made available to our members on our Association website or electronic or hard copies can be requested from the Administrator.

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PUBLIC BENEFIT

5. The RAPC Association continues to promote social events and provide welfare support to those members in need.

RISK MANAGEMENT

6. The Association seeks to mitigate operational risks through the maintenance of a risk register and the creation of appropriate risk management policies. The Finance Committee is responsible for the maintenance of the risk register and related risk management policy.

SCOPE OF ACTIVITIES

7. The activities carried out in support of the objects, as laid down in the rules, are:
- a. To accept funds in the form of subscriptions, donations, bequests or gifts of money or other property by means of appeals, public or otherwise.
 - b. To apply any assets so obtained in defraying the working expenses of the Association and in creating a capital fund to be applied, with the income, in furtherance of the objects of the Association.
 - c. To receive and administer any funds, donations, bequests or other gifts, now or in the future, whether by way of permanent endowment or otherwise, for charitable purposes connected with, or calculated to further, the objects of the Association.
 - d. To assist or benefit beneficiaries by way of grant, loan, or other suitable means.
 - e. To make grants to any military or civilian charity, or charitable fund or charitable institution existing or hereafter established which, in the opinion of the Council of the Association, directly or indirectly benefits the persons referred to in Paragraph 2 above.
 - f. To maintain a central office and channel of communication for, and between, all past members of the former Corps and Branch.
 - g. To print, publish, issue and circulate any journals, magazines, newspapers, pamphlets or other publications for the information, advantage and benefit of members in connection with the objects of the Association.

WELFARE SUPPORT

8. **Welfare Committee.** The Committee membership remains at nine (9), including the Chair, and reflects an excellent cross-section by rank and military experience. There remains a vacancy for a new member of the committee to future proof the support and further widen the feedback to applications. While most work is done out-of-committee, the Committee met face to face on one occasion during the year. The annual review of policy guidance has been conducted successfully to ensure that the Committee's approach of the remains consistent, and that thresholds placed as guidance for grants are realistic with cost of living rises and, most notably, funeral expenses.

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9. **Welfare Caseload.** The introduction of the new 'Mosaic' case management system (CMS) continues to slow the pipeline for case review and circulation, meaning that most cases are dealt with out-of-committee to ensure grants can be expedited. This reporting year 16 cases were considered by the Committee with 12 cases supported to varying levels. Financial provision is still significantly below yearly average trends (pre-Covid) and it has been suggested that this reflects a more affluent veteran group as pensions increase significantly, but also that the Mosaic system has widened the review of applications which may have impacted on the number of claims reaching the association. Budget forecasts, to the benefit of the association and extension of available funding, have been amended to reflect recent annual trends post Covid.

10. **Grants.** Grants made by the Association have been categorised according to the costliest element of the application:

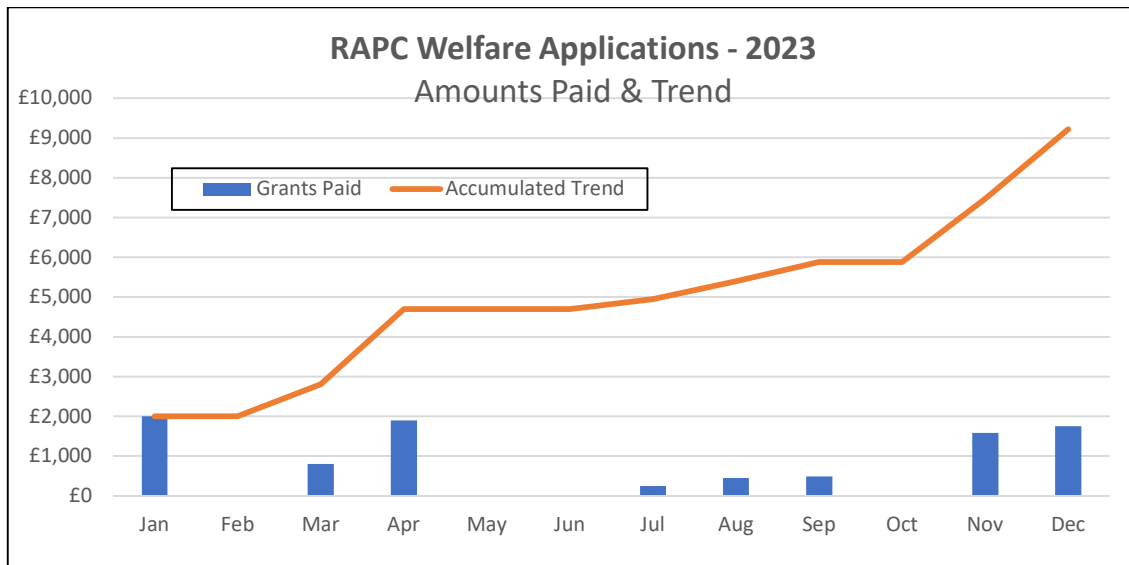
Category	2022 Cases supported	2023 Cases supported	2022 Welfare Grants	2023 Welfare Grants
Priority Debt Relief	0	2		£1,585.13
EPV's, Wheelchairs, Stair lifts	2	2	£1,060.00	£1,750.00
Clothing/Food Vouchers	1	1	£300.00	£250.00
Funerals/Memorials	2	0	£2,000.00	
Heating, Home Repairs, Carpets, Painting				
Home Adaptation, Respite	1	2	£1,000.00	£800.00
Homewares, white/brown goods etc.	4	1	£2,488.95	£489.00
Nursing Home Fees or Annuities		2		£2,000.00
Other	2	1	£1,150.00	£450.00
Riser-Recliners/Profiling Beds/Specialist Furniture	1	1	£750.00	£1,895.00
Total	13	12	£8,748.95	£9,219.13

Table 1 – Comparison of Welfare Grants 2023 with the Previous Year

11. **Referrals and Unsuccessful Applications.** The level of assistance provided by other military charities in addition to grants provided by the Association, or in some cases where no grant has been made, increased significantly during 2023. The ABF provided an additional £2,916 in cases where the Association had authorised a grant, and £1,500 in one case where the RAPC declined assistance. Poppy Scotland provided an additional £616.28 in one case – sharing the load equally with the Association and the ABF.

12. **Analysis and Trend.** To understand the level of Welfare payments, and the general flow of applications, Graph 1 provides a summary of all payments made during 2023 by month and on an accumulating basis.

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FOR THE YEAR ENDING 31 DECEMBER 2023**



Graph 1 – 2023 Summary of Welfare Grants Paid by Month and Value

13. The headline points are:

- a. This year saw 16 applications for assistance – the same as in 2022 although slightly fewer received a grant. The majority of applicants were former RAPC personnel with only 3 cases requesting assistance for a widow.
- b. Individual grants remain at a relatively low level in monetary terms, individual support ranging from £200 to £1,895.
- c. The age range of applicants is from 57 to 89 years and the average age this year is 73.5 years, a rise on the previous period. It is interesting to note, however, that of the 8 applicants under the age of 80 the average was 67.

14. **Challenges and Issues.**

- a. Contrary to anecdotal reports, there is little evidence to suggest that the pandemic continues to have an impact on the number of cases coming forward from SSAFA and the RBL.
- b. There are delays due to the considerable backlog of Occupational Therapist (OT) appointments which need to take place prior to the RBL completing their casework and passing it the RAPC.
- c. Familiarity with the application process for assistance is still questionable and the committee will seek to ensure that Association members continue to be well informed.
- d. It should be noted that the welfare provision is not limited to the consideration of formal applications via the frontline service charities. This year, the Welfare Committee has arranged for more civilian charities to become involved with our veterans, where appropriate, and in one case arranged for Veterans' Aid to provide emergency assistance to a rough-sleeping former serviceman.

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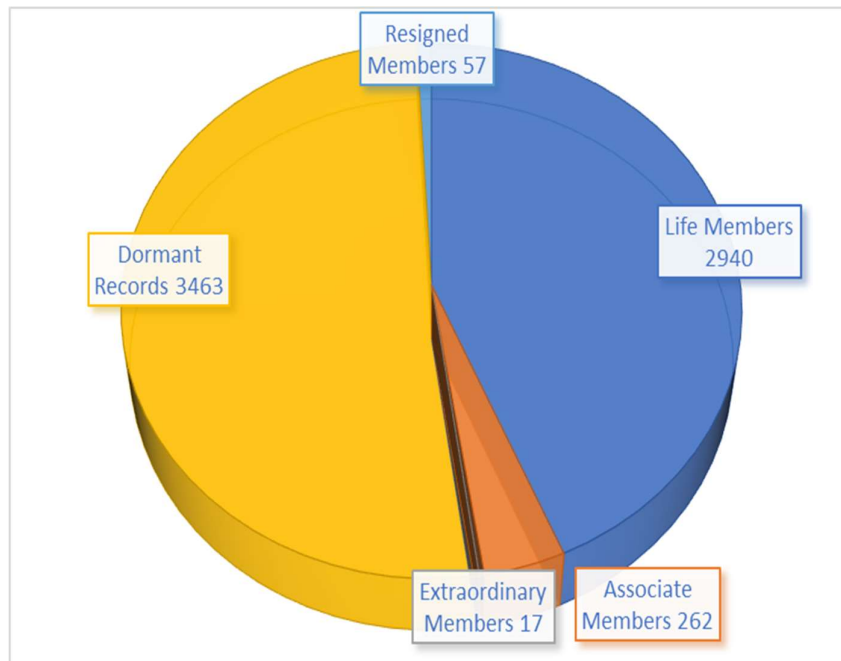
- e. The longevity of financial welfare support continues to be monitored more widely but has yet to impact in terms of requiring limits on grant amounts.

15. **Summary.** The current reduced level of support required from the association appears to have become the norm, and it is interesting to note that the age range of applications has widened to the 60-something bracket, demonstrating that the veteran cohort likely to have been serving during the formation of the AGC(SPS) is now a larger proportion of overall applications. The widening of the welfare provision by other agencies to our veterans is welcome, and is timely in terms of extending the life of the diminishing welfare funds available.

MEMBERSHIP, COMMUNICATION, HERITAGE, FELLOWSHIP AND IN MEMORIA

Membership

16. **Members.** Members continue to be at the forefront of everything that the Association does as without them our charity ceases to have a purpose. Our membership database contains at least partial personal, service and address details for 6,739 members whom we believe to be still alive; this is down from 6,920 at the start of the year. The chart below shows the breakdown by membership category.



Graph 2 – Membership by category as at 31 December 2023

17. **Life Membership** It is now over 31 years since the RAPC disbanded but everyone who served in the Corps is entitled to be a life member. Keeping accurate details for them all on our database is important to the functioning of the Association, but of the 6,000-plus life members only 2,848 have full postal addresses and of those only 1,790 have an email address as well. A further 88 life members have only an email address on file and the remaining 4 have anomalies within their records that we are attempting to resolve.

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18. **Changes to our Membership Rules.** At the last Council Meeting the Trustees discussed membership categorization and administration and took the decision to:

- a Offer life membership to all those WRAC officers and soldiers who were permanently attached to the RAPC, rather than the associate membership they have now.
- b Record all RAPC deaths, irrespective of membership status, on our database and to offer Association support to all bereaved families.
- c Engage more with individuals receiving welfare support in order give them the opportunity for wider Corps contact should they desire it.
- d Remove any financial barriers for any new members.

19. **Data Cleansing.** Data cleansing was discussed at both Trustee meetings this year. Most importantly:

- a All records with no contact details would be recorded as 'dormant' and,
- b Where a member is known or thought to be over 90 years old that we would make an annual check.

20. Sadly, these measures have resulted in an increased number of deaths being identified but have allowed us to give greater focus on those active members who wish to remain in contact.

21. **Data Protection (General Data Protection Regulation).** The Association is registered with the Office of the Information Commissioner. As a result of our continued efforts to gain positive consent from members for the storage and usage of their email addresses, the Association has now received consent from 1,890 members – up from 1,880 at the end of 2022.

22. **Data Policy Reviews.** The Association's Data Protection Policy, Privacy Note and Data Retention Policy have been formally reviewed by trustees. As part of the review, a check was conducted to ensure that personal data fields within the system remain adequate, relevant, and limited to what is necessary in relation to the purposes of administration, fellowship, and welfare.

23. **Association Database.** Access to the Association membership database is restricted to those who need it for Association business. Access is further limited to only the records that individuals need to do their element of Association activities – e.g. a Branch Chair can only see those living in their catchment area. All those with access sign confidentiality agreements and are aware of our data protection policy. Spend in this area has risen slightly because development activity expected to be completed in the last financial year was instead delivered in this year.

Communication

24. **Magazine.** The Association produced and electronically distributed our annual magazine - Primrose & Blue – in December 2023. Despite our best efforts to get as many members as possible to have an electronic copy, over 2,000 members still elect for a hard copy. This year, the magazine was delayed by other priorities and the cost of printing and distribution are broadly in line with the cost of the 2022 edition, but with the increase in distribution costs will be slightly offset by

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reduced insert production costs. The number of members who have elected to receive the Primrose & Blue by email is 879, slightly down for the previous edition.

25. **Marketing.** The Association has not taken part in any marketing in publications other than using the free service for members of the Royal British Legion to advertise events in their magazine.

26. **Website.** Our volunteer webmaster has worked diligently on improving the website and keeping the content relevant and topical. Information is updated regularly and members are encouraged to contribute articles and photos, whether topical or historic. The members-only website has over 1,700 user accounts and we hope to increase this year-on-year.

Heritage

27. **Regimental Links.** The Association maintains links with the AGC Museum and our regimental home, Worthy Down, through the Corps HQ AGC. The Association has contributed to the RAPC content and design of the RAPC Board on the Worthy Down heritage trail and the trustees have agreed to support the redevelopment of the AGC Museum thereby protecting our history and heritage. Next year, we are planning a Summer event at Worthy Down so that our members can experience what is provided for today's soldiers and also see the enormous change that has taken place on the site.

28. **NMA Alrewas.** The monument to the RAPC was completed and installed at the NMA this year. Association members contributed generously, and so with gift aid and a VAT refund our expenditure from funds was significantly less than planned.

Fellowship

29. **National Events.** This year the Association has delivered 6 national events. Although attendance was affected somewhat by the various train strikes turnouts were excellent:

a **Annual Reunion Dinner.** The Annual Dinner was held at the Union Jack Club in London on 21 April 2023, with 71 members attending. This dinner is restricted to life and associate members only because, when canvassed, the majority preferred to have a members-only dinner. There is also a capacity issue at the venue of 100 that would restrict the numbers of members attending should it be an accompanied dinner.

b **Belton Woods Annual Dinner.** This was a new event, organised by the Chair of the Apprentices Branch, and it gave members the opportunity for a Summer dinner, with partners, away from London. It proved extremely popular (and was oversubscribed) with the 100 people that attended enjoying both the dinner and the location. There was also the option (at their own expense) to use the excellent wider facilities provided by this venue. The Trustees have elected to repeat this annually.

c **RAPC Memorial.** An event to dedicate our new memorial at the NMA took place on 7 June 2023. Our new monument was unveiled by a 99-year-old member, and WW2 veteran, who only recently joined the Association. The dedication service was well attended, and 151 members joined in the afternoon tea that followed.

d **Remembrance.** London Branch organised the Act of Remembrance on Saturday 11 November 2023 which was open to all members of the Association and the families

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of those recently bereaved. Attendance at this event is prioritised for the bereaved families and although capacity has not been an issue in the past, over 110 people attended the service in the grounds of Westminster Abbey and of those, 75 chose to attend the curry lunch that followed the service. It was an honour for the Association to support the 25 bereaved families at this event.

e **Battlefield Tour.** A very successful Battlefield Tour took place in October 2023 around the theme of Dunkirk and Fortress Europe. 24 eligible individuals attended this event.

f **Volunteers Reception and Dinner.** This event, that thanks those who volunteer their time for the Association, took place on 27 October 2023 at the Union Jack Club. It was attended by 24 members/wives.

30. **Golf.** The golf society has organised 7 events this year enabling 78 members to enjoy the fellowship of their RAPC peers in a sports setting. A tour to southern Spain allowed a further 23 members to attend a social golfing experience while acquiring a suntan.

31. **Reunions.** Sixteen people attended the annual reunion of 134 Recruit Course which this year took place in Edinburgh.

32. **Royal Hospital.** The number of RAPC In-Pensioners at the Royal Hospital has reduced to 4 and we were delighted to send representation to the Founders Day event and to make Christmas grants to each of them.

33. **Branches.** The Association continues to support a regional branch network of 15 regional branches and one nationwide branch specifically for former Apprentices. The Fide et Fiducia Dining Club also collects monthly subscriptions and holds events in Scotland. Branches are actively encouraged to organise a variety of fellowship gatherings that the Association subsidises. Sadly, 2 branches - Scotland (Highlands and Islands) and Taunton - have had to close because of their geographical spread resulting in unsustainably low attendance at events.

34. **Branch Events.** Our Branch Chairs voluntarily put a lot of time and effort into to encouraging members to attend fellowship events – for some areas this is difficult given their geographic responsibilities, age of members, venue availability and cost. Despite this, our Branch Chairs have delivered 45 very successful events this year attended by a total of 919 eligible people.

35. **Grants.** Table 2 shows the number of members who have benefitted from Branch events, the number of events delivered, and the grants made by the Association. An outstanding effort by all involved this year with an excellent rise in attendance.

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Branch	2022				2023			
	Att	Events Held	Grants Made	Total Grants	Att	Events Held	Grants Made	Total Grants
Apprentices	44	1	1	£ 100.00	123	2	2	£ 1,823.25
Cardiff and S Wales	52	3	2	£ 596.00	81	4	4	£ 836.65
Fide et Fiducia Dining Club	32	2	2	£ 420.00	35	2	2	£ 540.00
Gloucester	32	2	2	£ 543.30	46	3	3	£ 784.34
Kent	29	3	3	£ 250.00	43	4	4	£ 337.50
London	103	5	4	£ 192.61	86	5	2	£ 129.13
North Wales and Chester	17	1	0	£ -	21	2	2	£ 14.83
Peterborough	21	2	2	£ 291.30	0	0	0	£ -
Tyne and Wear	65	4	2	£ 100.00	83	4	4	£ 400.00
Salisbury	81	3	1	£ 600.00	64	4	2	£ 152.00
Scotland	-	-	-	-	0	0	0	£ -
Scotland (H&I)	3	1	1	£ 24.00	0	0	0	£ -
South Coast	57	6	6	£ 382.22	45	4	4	£ 197.49
Taunton	12	1	1	£ 180.03	23	2	1	£ 105.00
Tees Valley	-	-	-	-	0	0	0	£ -
Winchester	151	5	0	£ -	202	6	0	£ -
Yorkshire	50	2	2	£ 580.90	67	3	3	£ 935.00
Totals	749	41	29	£ 4,260.36	919	45	33	£ 6,255.19

Table 2 – Comparison of Branch events: 2023 with the Previous Year

In Memoria

36. This year there were 90 reported deaths of RAPC veterans through usual channels and a further 68 deaths identified as part our data cleansing efforts. The Association not only sends a condolence card to the family but also offers support and, where the family requests it, the regimental standard and/or flowers for funeral. Sadly, and far too often, we hear about the death after the funeral has taken place, but this year the Association has sent flowers to the funerals of 16 members.

37. This year the family of one of our members who died on active service in 1958 was tracked down by one of our volunteers. The (sadly belated) presentation of the Elizabeth Cross took place at Ministry of Defence Medal Office and was well attended by members of the family spanning several generations. The Association provided the funding for a buffet lunch with the family and their hosts afterward the award.

38. As is customary, the Association supported Remembrance events up and down the country and overseas, providing 31 RAPC remembrance wreaths to members that requested them. The Association also funded 90 crosses on the RAPC plot at the Field of Remembrance at Westminster Abbey, one named cross for each of the reported deaths.

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Summary

39. Membership, although reducing annually, is vital to our very existence; this year we have delivered more than 60 events attended by over 1,600 members and their families. The Association remains committed to providing these opportunities for social contact at the same level or better whilst we have funds to do so.

40. Concurrently with fellowship activities we are focussing on improving our membership administration, our communication channels and the preservation of our heritage.

FINANCE

41. General.

- a. **Management.** Management of the Association's finances is carried out by the Finance Committee (supported by the Administrator) as directed by the Council of Trustees.
- b. **Policy on Reserves.** The policy on reserves is to hold sufficient funds to enable the Association to meet its objectives by maintaining sufficient cash for day-to-day needs, supplemented by drawdown from investments as required.
- c. **Investments.** Sarasin and Partners carry out the management of the Association's investments, applying the strategy laid down by Council, by using a balanced risk approach to achieve the targeted annual return of CPI + 3%.
- d. **Independent Examination.** The accounts have been independently examined (IE) by Chamberlains, chartered accountants.

42. **Format of Accounts.** The presentation of this year's accounts has changed to the more commonly accepted format for charities and now falls under the following three main headings:

- a. **Endowment Fund.** The former RAPC Charitable Fund was transferred to the RAPC Association in 1992 as a permanently-endowed fund with the stipulation that the income was to be spent exclusively for welfare payments but that the capital was to be untouched. In previous accounts this status was noted in the supportive narrative but the opportunity has now been taken to recognise it more formally and it is shown as the 'Endowment Fund'.
- b. **Restricted Funds.** The Restricted Funds retain the name previously used and continues to be used for activities where members have made specific contributions such as the NMA memorial, annual dinner etc. A summary of the changes during the year are in note 8 to the accounts together with details of the income and expenditure and any grants made from the Unrestricted Fund.
- c. **Unrestricted Fund.** All other activities that are carried out in fulfilment of the Association's Objects are transacted through the Unrestricted Fund, previously referred to as the General Fund, and is covered in paragraph 46.

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Commentary on the Financial Accounts

43. **Balance sheet.** The balance sheet on page 19 shows the Association's financial position as at 31 December 2023.

a. **Investments.**

- i As noted at paragraph 42a the separation of the Endowment Fund is now clearly shown. It has a balance of £84,016, which includes an unrealised gain of £3,552.
- ii The Unrestricted Fund was enhanced by an unrealised gain of £51,997 and a small gain on the sale of some investments when funds were drawn down to cover anticipated expenditure at the end of the year. This equates to a return of c5%.
- iii The year-on-year movement in the value of the investments is masked as it includes the £80,464 transferred to the Endowment Fund.

b. **Bank Account Balance.** The larger-than-normal bank balance reflects the £20,000 drawn from investments for forecast expenditure that did not materialise.

44. **Income and Expenditure (I&E) Account.** The I&E account on page 18 summarises the transactions that took place during the year and is supplemented by the notes to the accounts.

45. **Income.** The main sources of income are: distribution from investments; donations from members; and gift aid claimed on eligible donations. Key variations against last year are shown below.

a. **Investment Income.** The fall in income of c£8,000 is attributable to changes in market conditions as well as the revised investment philosophy following the move to Sarasin and Partners at the end of 2022.

b. **Investment Drawdown.** A total of £92,000 was withdrawn from investments, compared with £40,000 in 2022, with half of this increase relating to the cost of the NMA memorial which is detailed in paragraph 46.

46. **Expenditure.** The following are the main points when comparing this year's expenditure with 2022:

a. **Welfare Grants.** As can be seen from the Chair Welfare's report, paragraph 10, welfare grants are slightly up on last year.

b. **Membership.** The following provides the main financial details for the activities detailed in the Chair Membership's report.

i **Branch Grants.** The increase of almost £2,000 predominately relates to the Apprentices bi-annual reunion.

ii **National Events.** The grants from the Unrestricted Fund are shown in note 8 to the accounts and the increase of c£7,000 mainly relates to the Autumn Function, not included last year, and the NMA monument unveiling.

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iii **Sporting Grants.** The overseas golf tour, which was not mirrored in 2022, accounts for the c£1,400 increase.

iv **NMA Memorial.** Thanks to the generosity of our members 52% cost of the NMA memorial was raised. The balance was covered through a grant of £26,566 from the Unrestricted Fund.

c. **Travel & Subsistence (T&S).** The apparent drop of c£6,000 from last year was because much of the T&S spend in this year has been disaggregated to the relevant activities to allow for more effective management. The remaining expenditure was for Trustee and volunteer activity in support of normal Association business.

d. **Communication.** The £2,500 reduction from 2022 is related to a reduction in Primrose and Blue printing costs and the absence of marketing expenditure.

47. **Summary.** The Unrestricted Fund excess of direct expenditure over income of c£41,000 coupled with the grants of c£43,000 from the fund, to subsidise the events shown at note 8, was offset by an unrealised gain of c£52,000, resulting in a deficit of c£32,000, which is very pleasing given the c£27,000 grant for the NMA memorial.

MANAGEMENT

48. **Council of Trustees.** The appointed officers and members of the Council during the report period were:

Colonel A Brown	President
Lieutenant Colonel RA Rosenhead MBE FCG	Hon Treasurer
Vacant (covered pro-tem by President)	Hon Secretary
Lieutenant Colonel A McTaggart FCMA CGMA	Chair Welfare
Colonel AJ Ward	Chair Membership
Mr RA Bonwick	
Lieutenant Colonel MMT Burton-Doe FCMA CGMA	
Lieutenant Colonel MJR Cotton MBE	
Captain PN Hawkins AGC(SPS)	
Mr PA Lloyd	
Mr RJ McBlain ACMA – Retired 27 Oct 23	
Major PM O'Callaghan	
Lieutenant Colonel I Pendlebery	
Mr SW Roden	
Lieutenant Colonel RT Ward ACMA	
Colonel VJ Whiting ADC (Corps Colonel AGC)	ex-Officio

49. **Standing Committees.** The rules of the RAPC Regimental Association provide for the creation of 3 standing committees responsible to the Council for the management of the charities' affairs and the attainment of the objects. The Council has appointed at least one Trustee to each committee to act as Chairman of that committee and to be responsible for reporting its proceedings to the Council. The standing Committees of the RAPC Regimental Association, their membership and responsibilities are covered in the following paragraphs.

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50. **Finance Committee** The purpose of the Finance Committee is: to recommend the investment policy to be followed by the Council; to monitor the performance of funds invested on behalf of the Association; oversight of the Association accounts; to create and maintain standard financial operating procedures; to maintain a risk register; to assist the Administrator in the execution of his duties; to appoint an independent examiner of the accounts. The Finance Committee comprises:

Lieutenant Colonel RA Rosenhead MBE FCG (Chairman & Treasurer)
Mr RJ McBlain ACMA – Retired 27 Oct 23
Major PM O’Callaghan
Lieutenant Colonel RT Ward ACMA

51. **Welfare Committee** The purpose of the Welfare Committee is to consider and action all requests for welfare assistance received by the Association; to oversee all benevolent activities carried out by the Association, including the maintenance of RAPC links with other benevolent institutions such as the Royal Hospital, Chelsea. The Welfare Committee has a wide range of experience and although on first appearance it would seem to have mostly officers, a large majority of these had full careers as soldiers before being commissioned. The Welfare Committee comprises:

Lieutenant Colonel AM McTaggart FCMA, CGMA
Lieutenant Colonel MJR Cotton MBE
Lieutenant Colonel SM Gleed
Captain PN Hawkins
Major SJP James,
Colonel DB McCulloch
Mr DC McKirdy
Mr SW Roden
Mr JH Sale

52. **Membership Committee.** The Membership Committee is responsible for the efficient delivery of membership services, communication and social activities. It comprises:

Colonel A J Ward
Mr RA Bonwick (Vice-Chair of the Committee and Chair of North Wales / Chester Branch)

And the following Branch Chairmen:

Mr RM Blowers (South Coast)
Mr SJ Jervis (Taunton) – Retired 31 Dec 23
Mr DJ Cole (Cardiff & S. Wales)
Captain T Edgar (York)
Mr B Atkinson (RAPC Old Boys Tyne & Wear)
Captain W Forsyth (Scotland)
Mr C Martin (Fide et Fiducia Dining Club)
Lieutenant Colonel MJA Lemon (Kent)
Mr JH Sale (London)
Lieutenant Colonel AR Fairclough (Apprentices)
Mr DM Dyson (Tees Valley)
Lieutenant Colonel GJ Charge (Scotland - Highlands & Islands) - Retired 25/923

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Mr D Evans (Gloucester)
Maj WA Forsyth (Worthy Down/Winchester)
Mrs AP Smith (Salisbury)
Mr JD Purvey (Peterborough)

Sports Representative:

Lieutenant Colonel I Pendlebery (Golf)
Mr D Stokoe (golf)

Website & IT:

Major PF Bamforth
Maj j Caswell

ADMINISTRATOR

53. Administrative support to the Council of Trustees and all standing committees is provided by a consultant Administrator - Mr JW Drake – who is retained in order to provide the support required by the Association in order to attain its Objects. The fees paid to the Administrator are listed under Governance Costs on page 22 of the Accounts.

RECRUITMENT AND TRAINING OF TRUSTEES

54. **Trustees** Individuals are invited to become a member of the Council by the President, after due consideration by the other Trustees. Trustees originally agreed to serve for a term of 5 years, but this has now been reduced to 3 years. Unless they declare otherwise, all Trustees may serve a further period by agreement.


55. **Training** Trustees and other members of the standing committees are encouraged to identify opportunities to improve their understanding of Charity Governance and Management. Any expenses for training are met by the Association. Opportunities have been identified for 2024 and details forwarded to Trustees.

**REPORT OF THE TRUSTEES OF THE RAPC REGIMENTAL ASSOCIATION
FOR THE YEAR ENDING 31 DECEMBER 2023**

DECLARATION

The Trustees listed above declare that they have approved this their annual report for 2023.

Signature



Full name(s)

Alan Brown

Appointment

President and Honorary Secretary

Date

28th May 2024

REPORT OF THE TRUSTEES OF THE RAPC REGIMENTAL ASSOCIATION FOR THE YEAR ENDING 31 DECEMBER 2023

STATEMENT OF TRUSTEES' RESPONSIBILITIES IN RESPECT OF THE ACCOUNTS

The Trustees are responsible for preparing accounts for each financial year, which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing those accounts, 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 estimates that are reasonable and prudent
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue

The trustees are responsible for keeping sufficient accounting records that 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 and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charity's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

INDEPENDENT EXAMINER'S REPORT TO THE RAPC REGIMENTAL ASSOCIATION FOR THE YEAR ENDING 31 DECEMBER 2023

I report to the charity trustees on my examination of the charity's accounts for the year ended 31 December 2023

Responsibilities and basis of report

As the charity's trustees, 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 Trust's accounts carried out under s. 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under s. 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

- accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- the accounts do not accord with those records; or
- 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.



Paul Chamberlain FCA, DChA
Elm House, Tanshire Park
Elstead, Godalming
Surrey GU8 6LB

Dated: 30 May 2024

**THE RAPC REGIMENTAL ASSOCIATION
FOR THE YEAR ENDING 31 DECEMBER 2023**

**Statement of Financial Activities
Income and Expenditure Account
as at 31 December 2023**

		Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	
	Note	£	£	£	Year ended 31.12.23 £	Year ended 31.12.22 £
Incoming resources						
Resources from generated funds						
Voluntary income	2(a)	16,390	10,696		27,086	35,879
Activities for generating funds	2(b)	758			758	601
Income from investments	2(c)	31,239	0	1,770	33,009	41,375
Income from charitable activities	2(d)	0	13,550		13,550	16,084
Total incoming resources		48,387	24,246	1,770	74,403	93,939
Resources expended						
Costs of generating funds						
Membership and Social Activities	3(a)	12,272	29,940		42,212	35,061
Remembrance & Benevolent	3(b)	5,515	42,603		48,118	18,697
Welfare Activities	3(c)	7,449	0	1,770	9,219	8,749
Communication Costs	3(d)	7,770			7,770	10,642
Governance and Other Costs	3(e)	55,968			55,968	59,844
Total resources expended		88,974	72,543	1,770	163,287	132,993
Net incoming/ (outgoing) resources		(40,587)	(48,297)	0	(88,884)	(39,054)
Other recognised gains and losses						
Gain/(loss) on investments		51,997	0	3,552	55,549	(83,167)
Transfer between funds	8	(43,500)	43,500	0	0	0
Net movement of funds		(32,090)	(4,797)	3,552	(33,335)	(122,221)
Balances brought forward		1,081,544	9,134	80,464	1,171,142	1,293,363
Balances carried forward		1,049,454	4,337	84,016	1,137,807	1,171,142

All the above amounts relate to continuing activities.

There were no recognised gains or losses other than the net movement of funds for the financial periods shown above.

The notes on pages 20 to 24 form part of these financial statements.

**THE RAPC REGIMENTAL ASSOCIATION
FOR THE YEAR ENDING 31 DECEMBER 2023**

**Balance sheet
as at 31 December 2023**

	Notes	31.12.23		31.12.22	
		£	£	£	£
Fixed assets					
Investments	4	<u>1,121,014</u>	1,121,014	<u>1,157,465</u>	1,157,465
Current assets					
Debtors	5	650		221	
Cash at bank and in hand		<u>26,263</u>		<u>16,456</u>	
		26,913		16,677	
Creditors: amounts becoming due and payable within one year	6	<u>10,120</u>		<u>3,000</u>	
		10,120		3,000	
Net current assets			16,793		13,677
Total assets		<u>1,137,807</u>		<u>1,171,142</u>	
Funds					
Unrestricted Funds	7	1,049,454		1,081,544	
Restricted	8	4,337		9,134	
Endowment	8	<u>84,016</u>		<u>80,464</u>	
		<u>1,137,807</u>		<u>1,171,142</u>	

The notes on pages 20 to 24 form part of these financial statements.

The financial statements were approved by the Trustees on: *28 May 2024*



R Rosenhead

THE RAPC REGIMENTAL ASSOCIATION FOR THE YEAR ENDING 31 DECEMBER 2023

Notes to the financial statements as at 31 December 2023

1 a) Accounting convention

The financial statements have been prepared under the Charities SORP 2005, having regard to the substance of transactions and arrangements in accordance with generally accepted principles or practice.

b) Funds

Unrestricted funds represent the General and Designated funds of the Association that are not subject to any restriction regarding their use and are available for application on the general purposes of the Association.

Restricted funds are those which are subject to a specific restriction as to their use, imposed by the donors.

Endowment funds represents assets which the Association must continue to hold, with the income from those assets available for use by the Association.

c) Income

All incoming resources are included in the statement of financial activities when the charity is entitled to income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in the statement of financial activities when receivable. Grants where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Donated goods and services and facilities are included at the value to the charity where it can be quantified. The value of services provided by volunteers has not been included.

d) Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Some items of expenditure include VAT which cannot be recovered, and the VAT is reported as part of the expenditure to which it relates.

Cost of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

e) Going concern

The accounts have been produced on the basis that the Association is considered to be a going concern.

**THE RAPC REGIMENTAL ASSOCIATION
FOR THE YEAR ENDING 31 DECEMBER 2023**

**Notes to the financial statements
as at 31 December 2023**

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds	
				Year ended 31 December 2023	Year ended 31 December 2022
2 Incoming resources	£	£	£	£	£
(a) Voluntary income					
Membership Income	50			50	140
Donations from Members	13,078			13,078	13,844
Gift Aid Recovered on Donations	3,086			3,086	3,444
NMA Memorial Donations		10,696		10,696	18,451
Other income	176			176	0
	<u>16,390</u>	<u>10,696</u>	<u>0</u>	<u>27,086</u>	<u>35,879</u>
(b) Activities for generating funds and Other Income					
Stock Sales	420			420	522
Return of Grants	338			338	79
	<u>758</u>	<u>0</u>	<u>0</u>	<u>758</u>	<u>601</u>
(c) Income from investments					
Investment income	31,239	0	1,770	33,009	41,375
Bank interest receivable	0			0	0
	<u>31,239</u>	<u>0</u>	<u>1,770</u>	<u>33,009</u>	<u>41,375</u>
(d) Income from charitable activities					
NMA Dedication Event Fund		510		510	1,000
Officers' Dinner Club		0		0	50
Battlefield Tour Fund		9,070		9,070	8,456
Annual Dinner		1,030		1,030	1,285
Apprentice College Intake Reunion		2,370		2,370	476
Autumn Function		570		570	0
Other Events	0			0	4,817
	<u>0</u>	<u>13,550</u>	<u>0</u>	<u>13,550</u>	<u>16,084</u>

THE RAPC REGIMENTAL ASSOCIATION FOR THE YEAR ENDING 31 DECEMBER 2023

Notes to the financial statements
as at 31 December 2023

	Unrestricted Funds	Restricted Funds	Edowment Funds	Total Funds	
				Year ended 31 December 2023	Year ended 31 December 2022
3 Outgoing resources	£	£	£	£	£
(a) Membership and Social Activities					
Grants	9,652			9,652	8,093
Autumn Function		4,340		4,340	3,596
Summer Party				0	3,846
Annual Dinner and Reunion		3,014		3,014	3,268
Battlefield Tour		10,226		10,226	12,144
RC 134 Reunion				0	140
Apprentice Reunions		3,974		3,974	210
Army/Navy				0	2,250
Officer's Dinner Club		275		275	230
NMA Dedicated Event		7,966		7,966	1,045
Brig B Fullerton Memorial		145		145	90
Trustees Attendance at Branch Events				0	149
Other Events	2,620			2,620	0
	<u>12,272</u>	<u>29,940</u>	<u>0</u>	<u>42,212</u>	<u>35,061</u>
(b) Remembrance, Commemorative & Benevolent					
Flowers and Funeral Donations	1,159			1,159	907
Christmas and Birthday Gifts for In-Pensioners	0			0	150
Field of Remembrance & Remembrance Sunday	4,356			4,356	2,840
Douvres Stone				0	1,690
NMA Lion - Memorial		42,603		42,603	13,110
	<u>5,515</u>	<u>42,603</u>	<u>0</u>	<u>48,118</u>	<u>18,697</u>
(c) Welfare Activities					
Individual Welfare Grants	7,449		1,770	9,219	8,749
	<u>7,449</u>	<u>0</u>	<u>1,770</u>	<u>9,219</u>	<u>8,749</u>
(d) Communication Costs					
Primrose and Blue	5,550			5,550	7,032
Database	1,176			1,176	2,033
Website - RAPC-Association.org.uk	1,044			1,044	311
Presentation Items				0	174
Advertising and Marketing				0	1,092
	<u>7,770</u>	<u>0</u>	<u>0</u>	<u>7,770</u>	<u>10,642</u>
(e) Governance and Other Costs					
Insurance	848			848	1,038
Conferencing Arrangements	935			935	2,257
Administration	42,225			42,225	42,225
Travel Claims	2,852			2,852	7,863
Professional Fees	2,440			2,440	160
Bank Charges	19			19	23
Scanning/Digital Archives	52			52	223
Stationery				0	587
Stock Purchase for Re-sale				0	0
Storage, Repairs and Other Supplies	712			712	552
IT Backup and User Licences	1,485			1,485	687
Other Printing Costs	0			0	68
Postage	1,250			1,250	1,161
Independent Examiner's Fees	3,150			3,150	3,000
	<u>55,968</u>	<u>0</u>	<u>0</u>	<u>55,968</u>	<u>59,844</u>

**THE RAPC REGIMENTAL ASSOCIATION
FOR THE YEAR ENDING 31 DECEMBER 2023**

**Notes to the financial statements
as at 31 December 2023**

4 Investments	Unrestricted	Endowment	Total
Market value at beginning of period	1,157,465		1,157,465
Transfers	-80,464	80,464	0
Cash Withdrawn	-123,239	-1,770	(125,009)
Investment income	31,239	1,770	33,009
Unrealised (loss)/gain in the period	51,997	3,552	55,549
Market value at end of period	<u>1,036,998</u>	<u>84,016</u>	<u>1,121,014</u>

Investments comprising more than 5% of the portfolio were as follows:

		%	£
Sarasin & Partner - RAPC1-5	Unrestricted	93%	1,036,998
Sarasin & Partner - Endowed	Endowment	7%	84,016
			<u>1,121,014</u>

	2023 £	2022 £
5 Debtors		
Prepayments	633	0
Other debtors	17	221
	<u>650</u>	<u>221</u>
	2023 £	2022 £

6 Creditors

Amounts becoming due and payable within one year:

Accruals and other creditors	<u>10,120</u>	<u>3,000</u>
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7 Analysis of funds	Unrestricted Funds £	Restricted Funds £	Endowment Funds	Total 2023 £	Total 2022 £
Investments	1,036,998	0	84,016	1,121,014	1,157,465
Current assets	22,576	4,337		26,913	16,677
Total liabilities	(10,120)			(10,120)	(3,000)
	<u>1,049,454</u>	<u>4,337</u>	<u>84,016</u>	<u>1,137,807</u>	<u>1,171,142</u>

THE RAPC REGIMENTAL ASSOCIATION FOR THE YEAR ENDING 31 DECEMBER 2023

Notes to the financial statements as at 31 December 2023

8 Restricted funds

	At 1 January 2023	Incoming resources	Outgoing resources	Transfers from/(to) Unrestricted	At 31 December 2023
	£	£	£	£	£
Officers' Dinner Club	1,450	0	(275)	(100)	1,075
Battlefield Tour	0	9,070	(10,226)	2,400	1,244
Annual Dinner	625	1,030	(3,014)	1,540	181
Brig B Fullerton Memorial	1,287		(145)		1,142
NMA Memorial Fund (see below)	5,341	10,696	(42,603)	26,566	0
NMA Dedication Event	(45)	510	(7,966)	7,501	0
Apprentice College Reunion	476	2,370	(3,974)	1,823	695
Autumn Function	0	570	(4,340)	3,770	0
	<u>9,134</u>	<u>24,246</u>	<u>(72,543)</u>	<u>43,500</u>	<u>4,337</u>

Endowment funds

RAPC Charitable Fund	<u>80,464</u>	<u>5,322</u>	<u>(1,770)</u>		<u>84,016</u>
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National Memorial Arboretum Memorial Fund

	£	£
Fund brought forward 1 January 2023		5,341

Income		
Donations	4,790	
Gift Aid	844	
Miniature Lion Sales	2,740	
VAT Refund	<u>2,322</u>	
		10,696
Expenditure		
Base	(10,080)	
Lion	(17,000)	
Application & main	(12,824)	
Travel	(207)	
Miniature Lion cost	(2,382)	
Other	<u>(110)</u>	
		(42,603)

Transfer from General Funds	26,566
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Fund carried forward 31 December 2023	<u>0</u>
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RAPC Charitable Fund

	£	£
Fund brought forward 1 January 2023		80,464
Investment income		1,770
Welfare expenditure	(1,770)	
Unrealised gain/(loss) on investments	<u>3,552</u>	
		1,782
Fund carried forward 31 December 2023		<u>84,016</u>

9 Controlling interest

The trustees consider no entity to have a controlling interest in the charity.

The Royal Army Pay Corps Regimental Association was first registered as a charity on 5 December 1975.