

Trustees' Annual Report for the period						
Period start date			<b>To</b>	Period end date		
Day 1	Month January	Year 2023		Day 31	Month December	Year 2023

## Section A Reference and administration details

**Branch name**

RAFA TAMWORTH BRANCH

(referred to hereinafter as either the "Branch" or the "Charity")

**Other names / number Branch is known by**

BRANCH 748

**Registered charity number (if any)**

503932

**Branch's principal address**

22 Lichfield Street

Tamworth

Staffs

**Postcode**

B79 7DQ

**Names of the Branch charity trustees who manage the charity (generally known as the Branch Committee)**

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Anthony Morris	Chairman	n/a	
2	Lesley Adcock	Vice Chairman	n/a	
3	Lesley Adcock	Secretary	n/a	
4	Peter Owen	Treasurer	n/a	
5	Mae Morris	Honorary Welfare Officer	n/a	
6	Len Brotheridge	Membership Secretary	n/a	
8	Roy French	President	n/a	
9	Peter Watterson	Public Relations Officer	n/a	
10	Richard Hawkes	Branch Member		

11				
12				

**Names of any other trustees for the Branch (for example, any custodian trustees in relation to branch property)**

Name	Dates acted if not for whole year
RAFA HQ (POC Lesley Stewart)	

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

## Section B Structure, governance and management

**Description of the branch's trusts**

Type of governing document (e.g. trust deed, constitution)	Royal Charter, Rules, Byelaws, Area and Branch Regulations of the Royal Air Forces Association. Charities Commission Regulations
How the Branch charity is constituted (e.g. trust, association, company)	Unincorporated association
Trustee selection methods (e.g. appointed by, elected by)	Elected by the branch membership

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures

### Charity's organisational structure

The charity is a branch of the Royal Air Forces Association which is a Royal Charter body and registered as a charity in England and Wales under number 226686 and in Scotland under SC037673 ("the

adopted for the induction and training of trustees;

- the branch's organisational structure and any wider network with which the charity works;
- relationship with any related parties (including branch club);
- trustees' consideration of major risks and the system and procedures to manage them.

Association"). The Association has many branches all of which share the same charitable object as the Association and are subject to the same constitution.

#### **Trustee induction and training**

Nil new trustees this year

#### **Related party relationships – club (if operated)**

Flarepath Club

Lease agreement in effect 1 Jan 2022. (Signed by HQ 23 Feb 2022)  
Club to lease Basement and Ground floor from the Branch. Agreement for 3 years, rent to be reviewed after 1 year.  
Club ceased trading and closed on 31 May 2023.

#### **Risk management**

Building belongs to RAFA Tamworth Branch. Deeds held by RAFA HQ who are Trustees for the Building.

## **Section C**

## **Objectives and activities**

### **Summary of the objects of the branch set out in its governing document**

To promote, through the comradeship engendered by its members, the welfare by charitable means of all serving and former members of His Majesty's Air Forces, their spouses, and dependents, together with the widows and widowers and dependents of those who died whilst serving or subsequently.

### **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)**

- Welfare Support
- Wings Appeal collections
- Regular Social Activities

### **Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grant making;



- policy programme related investment;
- contribution made by volunteers.



## Section D

## Achievements and performance

### Summary of the main achievements of the branch during the year

It has been another challenging year, with the impact of Cost-of-Living issues foremost. This impacted the Branch Flarepath Club which despite every effort was no longer financially viable and ceased trading and closed on 31 May 2023. The Branch has been active locally, represented at the annual Battle of Britain Ceremony on the 17/09/23. The Chairman and Welfare Officer represented the Branch at National Conference in Birmingham. The Chairman and Welfare Officer also attended an Act of Remembrance ceremony on the 11/11/23 at the Tamworth memorial. Branch Members including the Chairman also attended the Act of Remembrance on 12/11/23 in Tamworth St Editha's Church. One Branch member took part in the Act of Remembrance at the cenotaph in London as part of the PMRAFNS contingent.

#### **Membership:**

Tamworth Branch membership numbers have declined since the closure of the Branch Club. Associate members especially no longer need to be RAFA members to attend social activities run by the Branch Committee so are not renewing their membership of RAFA.

#### **Wings Appeal collections:**

Static Wings appeal collections have been held in Ankerside Shopping Centre and ASDA throughout the year as usual, however, collections were also held at Morrisons Stores at Swadlingcote and Tamworth. The Grand Total collected for Wings appeal this year **£3,591.75p**

Our thanks go to ATC 1211 Sqn for their continued support. The Branch purchased a gazebo which also enable us to take part in fundraising activities in the Tamworth Castle grounds this year. Thank you to members of the Branch who gave up their time to help with collections.

#### **Welfare Activities**

The Branch Welfare Officer has made 8 visits this year. These have resulted in 2 mobility scooters and 2 financial assistance

grants provided by the RAF Benevolent Fund.

The Branch continues to provide Guards of Honour outside Crematoriums and Churches, and organised coffin Flags and Standards to be in attendance when required. Two of these request were from other areas.

## Section E Financial review

**Brief statement of the branch's policy on reserves**

Nil to report

**Details of any funds materially in deficit**

Nil to report

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the branch's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the branch;
- 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 branch's trustees**

<b>Signature(s)</b>	A S Morris	L A Adcock
<b>Full name(s)</b>	Anthony Stanley Morris	Lesley Ann Adcock
<b>Position (eg Secretary, Chair, etc)</b>	Chair	Vice Chair/Secretary

**Date** 31 Dec 2023



**R.A.F.A. - Tamworth Branch**  
**Unaudited Financial Statements**  
**for the Year Ended 31 December 2023**

**Contents of the Financial Statements**  
**for the Year Ended 31 December 2023**

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**R.A.F.A. - Tamworth Branch**  
**General Information**  
**for the Year Ended 31 December 2023**

**Financial Statements**  
**for the Year Ended 31 December 2023**

**Accountants' Report to**  
**R.A.F.A. - Tamworth Branch**

**TREASURERS:** Branch:P Owen  
Wings: Mr A S Morris  
Welfare: Mrs L Adcock

**ADDRESS:** 22 Lichfield Street  
Tamworth  
Staffordshire  
B79 7QD

**ACCOUNTANTS:** Tamworth Accountancy Services Limited  
Office 3 Swan Park  
Kettlebrook Road  
Tamworth  
Staffordshire  
B77 1AG

In accordance with instructions given to us we have prepared without carrying out an audit the annexed financial statements from the accounting records of R.A.F.A. - Tamworth Branch and from information and explanations supplied to us.

Tamworth Accountancy Services Limited  
Office 3 Swan Park  
Kettlebrook Road  
Tamworth  
Staffordshire  
B77 1AG

Date: 14<sup>th</sup> March 2024



R.A.F.A. - Tamworth Branch

Profit and Loss Account – Number 1 Account  
for the Year Ended 31 December 2023

	2023		2022	
	£	£	£	£
<b>Income</b>				
Members subscriptions	1,185		1,806	
(Less) remitted to headquarters	(153)		(637)	
	1,032		1,169	
Income from social events & fund raising	6,027		-	
Trading Income	-		85	
Rent Received	-		-	
Donations	<u>6,775</u>		<u>160</u>	
		<u>13,834</u>		<u>1,414</u>
		13,834		1,414
<b>Expenditure</b>				
Telephone and broadband	201		85	
Printing, stationery and postage	127		7	
Conference expenses	365		220	
Battle of Britain	150		200	
Entertainment expenses	2,634		-	
Sundry expenses	<u>180</u>		<u>272</u>	
		<u>3,657</u>		<u>784</u>
		10,177		630
<b>Depreciation</b>				
Fixtures and fittings	<u>1</u>		<u>1</u>	
		<u>1</u>		<u>1</u>
<b>NET SURPLUS</b>		<u>10,176</u>		<u>629</u>

R.A.F.A. - Tamworth Branch

Profit and Loss Account – Number 2 Account  
for the Year Ended 31 December 2023

	2023		2022	
	£	£	£	£
<b>Income</b>				
Rent received	18,229		18,100	
Donations	<u>-</u>		<u>5,876</u>	
		<u>18,229</u>		<u>23,976</u>
		18,229		23,976
<b>Expenditure</b>				
Rates and insurance	2,715		3,119	
Light and heat	4,069		4,600	
Property repairs	3,107		13,617	
Accountancy	510		390	
Professional fees	1,646		1,642	
Sundry expenses	<u>-</u>		<u>715</u>	
		<u>12,407</u>		<u>24,083</u>
<b>NET SURPLUS/(DEFICIT)</b>		<u>6,182</u>		<u>(107)</u>

**R.A.F.A. - Tamworth Branch**  
**Balance Sheet – Number 1 Account**  
**31 December 2023**

	Notes	£	2023	£	2022	£
<b>FIXED ASSETS</b>						
Tangible assets	1			5		6
<b>CURRENT ASSETS</b>						
Cash in hand			479		-	
Cooperative bank plc			<u>2,748</u>		<u>2,567</u>	
				3,227		2,567
<b>NET ASSETS</b>				<u>3,232</u>		<u>2,573</u>
<b>FINANCED BY</b>						
<b>RESERVES AND FUNDS</b>						
Surplus account	2			<u>3,232</u>		<u>2,573</u>
				3,232		2,573

**R.A.F.A. - Tamworth Branch**  
**Balance Sheet – Number 2 Account**  
**31 December 2023**

	Notes	£	2023	£	2022	£
<b>CURRENT ASSETS</b>						
Cash in hand			41		78	
Cooperative bank plc			<u>26,848</u>		<u>10,992</u>	
				26,889		11,070
<b>CURRENT LIABILITIES</b>						
Accrued expenses			<u>510</u>		<u>390</u>	
				26,379		10,680
<b>NET ASSETS</b>				<u>26,379</u>		<u>10,680</u>
<b>FINANCED BY</b>						
<b>RESERVES AND FUNDS</b>						
Surplus account	2			<u>26,379</u>		<u>10,680</u>
				26,379		10,680

R.A.F.A. - Tamworth Branch

Notes to the Financial Statements  
for the Year Ended 31 December 2023

1. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
<b>COST</b>	
At 1 January 2023	
and 31 December 2023	<u>235</u>
<b>DEPRECIATION</b>	
At 1 January 2023	229
Charge for year	<u>1</u>
At 31 December 2023	<u>230</u>
<b>NET BOOK VALUE</b>	
At 31 December 2023	<u>5</u>
At 31 December 2022	<u>6</u>

2. SURPLUS ACCOUNT

	£	2023	£	£	2022	£
Brought forward	13,253				12,731	
Add						
Net surplus	<u>16,358</u>				<u>522</u>	
			<u>29,611</u>			<u>13,253</u>
			<u>29,611</u>			<u>13,253</u>

R.A.F.A. TAMWORTH BRANCH

WINGS APPEAL ACCOUNT  
for the Year Ended 31 December 2023

	31.12.23	31.12.22
	£	£
<b>INCOME:</b>		
Raffles and fund raising events	18	-
Donations	-	-
Collections	2,999	4,842
HCB-Sum Up	<u>497</u>	<u>564</u>
		3,514
<b>EXPENDITURE:</b>		
Central wings appeal	<u>3,592</u>	<u>5,141</u>
		(3,592)
		<u>(5,141)</u>
<b>(DEFICIT)/SURPLUS OF INCOME FOR THE YEAR</b>		<u>£ (78)</u>
		<u>£ 265</u>

BALANCE SHEET AS AT 31 DECEMBER 2023

<b>CURRENT ASSETS:</b>		
National Westminster Bank plc	£ 187	£ 265
	<u>£ 187</u>	<u>£ 265</u>
<b>SURPLUS ACCOUNT:</b>		
Balance as at 1 <sup>st</sup> January 2023	265	
Less: (Deficit) of Income for the Year	<u>( 78)</u>	
		<u>£ 187</u>
		<u>£ 265</u>

In accordance with instructions given to us we have prepared without carrying out an audit the annexed financial statements for the accounting records of R.A.F.A. - Tamworth Branch and from information and explanations supplied to us.

Tamworth Accountancy Services Limited  
Office 3 Swan Park Business Centre  
Kettlebrook  
Tamworth  
Staffs  
B77 1AG

Date: 14<sup>th</sup> March 2024

**R.A.F.A. - TAMWORTH BRANCH**

**WELFARE ACCOUNT  
for the Year Ended 31 December 2023**

	31.12.23	31.12.22
	£	£
<b>INCOME:</b>		
Wings appeal rebate	-	-
RAF benevolent fund - receipts	-	-
Donations	-	-
Sundries	-	-
	-	-
<b>EXPENDITURE:</b>		
Travelling accommodation and subsistence	-	-
RAF benevolent fund - grants	-	-
Welfare officers expenses	364	190
Refreshments (Battle of Britain & AGM)	150	-
Donations	-	-
Sundries	-	120
	( 514)	( 310)
<b><u>(DEFICIT) OF INCOME FOR THE YEAR</u></b>	<b>£ (514)</b>	<b>£ (310)</b>

**BALANCE SHEET AS AT 31 DECEMBER 2023**

<b>ASSETS:</b>		
Cash at Bank	7,758	8,272
Cash in Hand	-	-
	£ 7,758	£ 8,272
<b>SURPLUS ACCOUNT:</b>		
Balance as at 1 <sup>st</sup> January 2023	8,272	
Plus: (Deficit) of Income for the Year	(514)	
	£ 7,758	£ 8,272

In accordance with instructions given to us we have prepared without carrying out an audit the annexed financial statements for the accounting records of R.A.F.A. – Tamworth Branch and from information and explanations supplied to us.

Tamworth Accountancy Services Limited  
Office 3 Swan Park Business Centre  
Kettlebrook Road  
Tamworth  
Staffs  
B77 1AG

Date: 14<sup>th</sup> March 2024

## Independent Examiner's Report

Report to the trustees /  
management committee  
of

Branch / Branch Club Name

RAFA TAMWORTH BRANCH

On accounts for the year  
ended

31 DEC 2023

Charity no  
(if any)

503932

### Independent examiner's statement

You are responsible for the preparation of the accounts in accordance with applicable legal requirements.

I have completed my examination of the accounts of the charity.

I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below\*) which give me cause to believe that:

- the accounting records were not sufficient to show and explain all the (Branch/Branch Club's) transactions for the year
- the accounts did not accord with the accounting records; or
- the accounts did not contain a sufficient record of the assets and liabilities of the (Branch/Branch Club)

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn.

\* Please delete the words in the brackets if they do not apply.

Signed:

*John K. Faulkner*

Date:

13 May 2024

Name:

JOHN K. FAULKNER

### Disclosure

Only complete if the examiner needs to highlight material matters of concern

Give here brief details  
of any items that the  
examiner wishes to  
disclose.