



## Trustees' Annual Report for the period

From 1 April 2023 To 31 March 2023

Charity name: Metheringham Airfield Visitor Centre

Charity registration number: 1194347

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>The object of the CIO is to advance the education of the public and provide for the general benefit of the public the preservation and conservation of the buildings, other constructions and related historic artefacts forming part the former Metheringham Airfield as defined in the lease and in connection with 106 Squadron of the Royal Air Force, No. 5 Group Bomber Command, the Royal Air Force and RAF Metheringham and by the exhibition and public display of historic and informative collections relating thereto.</b>
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	<b>Providing a place for the public to visit and learn about 106 Squadron and RAF Metheringham and the part it played in World War 2. Holding and caring for a Collection of objects for the nation and being accredited under the Art Council Museum Accreditation scheme. Raising funds to support the work of the charity. Improving the visitor experience and supporting volunteers in the work the charity does.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>The report is circulated to members and is sent to the Charity commission along with an audited statement of accounts.</b>

#### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>N/A</b>

Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	<b>Volunteers are the lifeblood of the organisation and contribute in management of the operation of the visitor centre, caring for the museum's collection of objects, carrying out maintenance and conservation of artefacts, meeting and stewarding duties, educational aspects as well as governing and administering the charity.</b>

## 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	<p><b>Continuing to improve displays by using objects previously held in store, so more of our collection is accessible to the public. This adds to the interest for visitors and tells more of the story of 106 Squadron and RAF Metheringham and the part it played in World War 2.</b></p> <p><b>Achieving the Age Friendly Award which means we are recognised as a place for all to visit and experience the story we tell.</b></p> <p><b>Being proactive and obtaining additional temporary buildings to improve the facilities for volunteers for both research and engineering activities.</b></p> <p><b>By obtaining additional buildings we have also increased access to our on-site library and research facilities. This helps us to work with families and researchers to enhance our knowledge of the people who served with 106 Squadron and in turn share that with the public.</b></p>

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>MAVC had a good year and managed to save a small amount to reinvest in planned projects as per its 5 -10 year plan.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>We have several WW2 buildings on site which are showing their age. Therefore a reserve is held for unexpected repairs to the building along with some for planned projects in out 5-10yr plan.</b>
Amount of reserves held	Para 1.22	<b>£8084</b>
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	<b>N/A</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>None</b>

### 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	<b>Admission price, shop profits, cafe profits, events, gift aid, grants and donations.</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>We have a 35 day notice savings account with Coop Bank which is an ethically principled organisation.</b>
A description of the principal risks facing the charity	Para 1.46	<b>Lack of volunteers to manage the operational aspects of the visitor centre and trustees to manage the charity. The age of some of the buildings. Some that we use are over 80 years old and are utilised for storing the collection as well as for display of objects.</b>
Other		<b>N/A</b>

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>CIO</b>
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	<b>Advertised internally and externally at any time using an application and interview process.</b>

### 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	<b>There are a range of policies including but not limited to, Museums Association Code of Ethics Health and Safety Policy Conflict of Interest Policy Equal Opportunities Policy Ethical Fundraising Policy</b>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<b>Aviation Heritage Lincolnshire (AHL) Arts Council England Museum Development East Midlands Military Aviation Heritage Network (MAHN) University of Lincoln International Bomber Command Centre New Zealand Bomber Command Association</b>

### Reference and Administrative details

Charity name	Metheringham Airfield Visitor Centre
Other name the charity uses	
Registered charity number	1194347
Charity's principal address	Westmoor Farm Martin Moor Metheringham Lincolnshire LN4 3WF

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year
1	Janet Ann Guest	Treasurer	
2	Mark Farrow	Secretary	
3	Samantha Parker		
4	Andrew Scoley		
5	Caterina Scott		

### 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

### Exemptions from disclosure

Reason for non-disclosure of key personnel details

None

### Declarations

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

Signed on behalf of the charity's trustees

Signature(s) Mark Farrow Janet Guest

Full name(s) Mark Christopher Farrow Janet Ann Guest

Position (eg Secretary, Chair, etc) Secretary Treasurer

Date 7th September 2023

## MAVC Profit and Loss Account 2022 / 2023

	Current Balance
Note use of brackets ( ) denotes income /credit	
<b>Day to day running</b>	
Transfers of £ assets from FOMA	(9,871.52)
Administration, Legal costs	122.73
Electricity	1,120.01
Insurance	3,582.32
Postage	682.68
Printing	1,323.02
Stationary general	333.50
Subscriptions	266.88
Water	116.43
Bank interests and charges	278.04
Cash differences though tills	(139.40)
IT	542.38
Maintenance Dakota	500.00
Maintenance of site	415.24
Maintenance buildings	1,733.25
Maintenance of memorial garden	127.00
Research	392.98
Shop restocking	(14.44)
Miscellaneous	281.34
Volunteer Events	251.92
Coop account grant	961.64
<b>Planned events</b>	
106 Reunion at PHS 6 July 2022	124.87
Annual dinner at Dower House 5 July 2022	(424.00)
Childrens trail	172.34
Remembrance Sunday	254.00
<b>Income Generation</b>	
Catering and coffee shop	(2,258.71)
Donations General (Gift Aid and SDS)	(4,794.32)
Admission fee and event fees	(12,960.65)
Gift aid reclaim	(2,217.82)
Membership Subscriptions (Gift Aid)	(4,324.99)
North Kesteven Lottery	(142.00)
Shop profits	(3,294.71)
Lectures	(1,018.20)
<b>Planned Projects</b>	
Coles Crane	453.85
<b>Resticted funds</b>	
Cutorial and collection	376.05
Dakota repainting	(7.94)
Dakota donations/key rings	(1,029.78)
Dakota Draw	26.20
MDEM Small Grant	(552.00)
MDEM Collections Access Grant	874.49
<b>Designated funds</b>	
Emergency reserves	8,084.34

Total balance (inc reserves)

**(19,652.98)**

## Balance sheet 2022/2023

Balance Carried Forward	(34,394.52)
Current balance	<u>(19,652.98)</u>
Carry Forward	<u>(54,047.50)</u>
Co-op current account	(3,745.63)
Co-op savings account (35 day notice)	(50,000.00)
Cash	<u>(301.87)</u>
Total in bank and cash	<u>(54,047.50)</u>

**Report by the Trustees** of Registered Charity No. 1194347 known principally as the

Metheringham Airfield Visitor Centre' whose principal address is  
Westmoor Farm  
Martin Moor  
Metheringham  
Lincoln, LN4 3WF

The Charity is bound by its Constitution, the latest issue of which is dated 23 February 2021 amended on 16 May 2021

The Objects of the charity are: -

To advance the education of the public and for the general benefit of the public by providing, preserving and conserving the buildings and other constructions forming part of the former Metheringham Airfield as defined in the lease and in connection with 106 Squadron of the Royal Air Force, No 5 Group Bomber Command, the Royal Air Force and RAF Metheringham and by the exhibition and public display of historic and informative memorabilia relating thereto.

The Charity maintains bank accounts with Co-op Bank.

The Independent Examiner for the period is:

Diane Byard  
The Elms  
Thorpe Tilney  
Lincoln, LN4 3SL

### **Auditor's Certificate**

In my opinion the financial statements attached give a true and fair view of the state of affairs of the Metheringham Airfield Visitor Centre at 31<sup>st</sup> March 2023 and of its incoming resources and total resources expended in the period then ended and have been properly prepared in accordance with the Charities Act 2011.

Signed *Diane Byard*

Dated

4 May 2023