



**Napoleonic & Revolutionary War Graves Charity**  
**Trustees' Annual Report and Accounts**

**30 November 2021**

**to**

**31 December 2022**

**Charitable Incorporated Organisation (CIO)**

**Charity Number: 1196849**

**Napoleonic & Revolutionary War Graves Charity**

**Trustees' Annual Report and Accounts**

**30 November 2021 to 31 December 2022**

<b>Chair's Foreword</b>	<b>3</b>
<b>Report of the Trustees</b>	<b>4</b>
<b>Financial Statements</b>	<b>9</b>
<b>Notes to the Financial Statements</b>	<b>11</b>

## **Chair's Foreword**

We are pleased to present our first Trustees' report and accounts since the Napoleonic & Revolutionary War Graves Charity (NRWGC) was established as a CIO on 30 November 2021. These cover the period from 30 November 2021 to 31 December 2022, inclusive.

This has, in summary, been a period of foundation and growth for the NRWGC. An immediate priority following establishment in November 2021 was to set up a bank account in order to commence fundraising in support of our Charitable Objects. Unfortunately, and for reasons at all times outside the control of the Charity, this proved to be a protracted administrative process. It took until August 2022 to open a charity current account with our chosen banking provider, thus allowing the Charity to begin generating income.

Notwithstanding this delay, our growth has been steady and we are very satisfied that our Charitable Objects have been met during these first thirteen months of activity.

By 31 December 2022 the NRWGC had raised total income via donations, membership subscriptions and other sources of £17,031.44 and had a total of 65 members. These numbers have continued to rise in the period beyond the remit of this report. An online domain and website was set up at [www.nrwgc.com](http://www.nrwgc.com) and a strong social media presence developed via Twitter, Facebook, and YouTube. We hosted our first AGM in hybrid format both online and in person at the National Army Museum in London in September 2022. Despite an enormous and last minute challenge posed by our venue closing as a result of the death of Her Majesty Queen Elizabeth II, we successfully pivoted to an entirely online delivery of the *War and Peace in the Age of Napoleon* academic conference that same weekend. The conference generated a financial profit to support the Charity's work. We funded our first restoration project, of the grave of Royal Navy Trafalgar veteran Walter Burke in Kent, in time for the anniversary of that battle in October 2022. The Charity also delivered on its educational remit by hosting a series of online lectures from academics and other specialists on our period. Finally, we established a number of important committee officer roles during this period in pursuance of the Charity's goals and approved several policy documents.

I wish to express my heartfelt gratitude to our Trustees, committee officers, members, volunteers and to all those who have donated to us or otherwise supported us during this period. The work of the NRWGC to preserve the memory of those of all nationalities who experienced this tumultuous period between 1775 and 1815 would simply not be possible without you. Thank you all.

We are looking forward with ambition and optimism to continuing our important work over the months and years ahead.

**Dr Zack White**

**Chair, Napoleonic & Revolutionary War Graves Charity**

**10 August 2023**

## Report of the Trustees

The Trustees of the Napoleonic & Revolutionary War Graves Charity (aka 'the Charity' or 'the NRWGC') present their annual report on the Charity and its accounts for the period 30 November 2021 to 31 December 2022 inclusive and confirm compliance with the requirements of the Charities Act 2011, the Charity's governing document and the Charities SORP (FRS 102).

### 1. Key Charity Information

Trustees (as of 31 December 2022)	Name	Role	Date Appointed
	Dr Zack White MA PGCE	Chair	3 May 2021
	Marcus Joseph Cribb MSc VR	Trustee	3 May 2021
	Professor Beatrice de Graaf	Trustee	3 May 2021
	Professor Edward James Coss PhD	Trustee	3 May 2021
	Peter Edmond Molloy	Trustee *	3 May 2021
	Dr Catriona Kennedy	Trustee	3 May 2021
	Samantha Louise Jolley	Trustee	16 August 2021
	Dr Katie White	Trustee	16 August 2021

*\*Also Treasurer.*

There were no new Trustee appointments during this period and all serving Trustees stood for re-election, and were duly re-elected, at the charity's first AGM held on 8 September 2022. The Board of Trustees met on six occasions during this period.

Address	14 Sarah Sands Close Christchurch Dorset BH23 3SP United Kingdom
Phone Number	+44 739 863 8108
Email	<a href="mailto:contact.nrwgc@gmail.com">contact.nrwgc@gmail.com</a>
Website	<a href="http://www.nrwgc.com">www.nrwgc.com</a>
Charity Number	1196849
Bankers	National Westminster Bank Plc. 250 Bishopsgate London

## **2. Structure, Governance and Management**

The Napoleonic & Revolutionary War Graves Charity was established as a Charitable Incorporated Organisation (CIO) with the Charity Commission for England and Wales on 30 November 2021. Trustees are appointed for a term of three years. All trustees were selected in order to offer specific expertise on matters relating to the charity's operations, whilst also reflecting the charity's international focus and areas of operations. In accordance with the charity's constitution, all trustees stood for re-election at the first AGM, and will now rotate the process of re-election by voluntarily agreeing who will stand of election over the next three years. This will ensure a constant rotation of elections of trustees at each AGM. There were no new Trustee appointments during this reporting period and the Trustees met on six occasions. All serving Trustees stood for re-election, and were duly re-elected, at the Charity's first AGM held on 8 September 2022.

The Charity's key governing document is its Constitution, dated 19 November 2021. The Constitution sets out the Charity's Charitable Objects, namely:

- To advance education for the public benefit about the lives and experiences of members of the armed services and auxiliary forces who served at any point between 1775 and 1815, irrespective of nationality, by conducting research and disseminating the useful results of that research to the public; and
- To promote and support the maintenance and upkeep of graves, cemeteries and memorials, and facilitate the burial of the human remains of, members of the armed services and auxiliary forces of all nationalities who served at any point between 1775 and 1815.

On a day to day basis, the NRWGC's activities are overseen by its Chair, assisted by a number of committee officers, including a Treasurer, Membership Officer and Projects Liaison. Of these committee officer positions, the Treasurer alone is also a serving Trustee, in order to ensure a voice for the Charity's finances at Trustee level. All Trustee and committee roles, including that of Chair, are discharged entirely on a part-time, voluntary basis without any remuneration. The Charity has no full or part-time employees.

## **3. Review of Main Activities**

### ***Banking Facilities***

An immediate priority for the Charity following registration with the Charity Commission in November 2021 was the establishment of banking facilities in order to allow us to begin

fundraising. Unfortunately, and for reasons at all times outside our control, this proved to be a very unsatisfactory and protracted administrative process. It took until August 2022 to open a charity current account with our chosen banking provider. This in turn allowed us to open a PayPal account for the Charity in order to provide a mechanism for receiving donations and membership subscriptions. This gives an important context to our Financial Statements – the Charity’s practical financial existence during this reporting period was in fact only between August and December 2022.

### ***Committee Work***

Trustees approved several key committee officer appointments during this reporting period, including a Membership Officer and a Volunteer Officer. A number of sub-committees were also established, reporting to the Chair and focussing on specific activity areas. This includes a Fundraising Sub-Committee to develop plans to drive the NRWGC’s financial growth.

### ***Grave, Memorial and Remains Projects***

We completed our first grave restoration project in October 2022. This was the cleaning and restoration of the grave in Wouldham, Kent of Royal Navy veteran Walter Burke. From Limerick in Ireland, Burke was Purser aboard HMS *Victory* at the Battle of Trafalgar in 1805 and was by Admiral Nelson’s side as the latter lay mortally wounded below decks. We funded a restoration of Burke’s grave by a qualified professional. This work was completed in time for the anniversary of Trafalgar on 21 October 2022.

The Charity was also engaged in discussions throughout this period with stakeholders about potential future grave, memorial and remains projects, including in the UK, Belgium, Netherlands, Spain and the US. Subsequent progress with a number of these cases will be covered under our next reporting period.

We also carried out significant research in order to further our knowledge of relevant grave and memorial sites, as well as cases of human remains, both in the UK and internationally. This included field visits by Trustees and committee officers, as well as the receipt and assessment of site condition reports completed by NRWGC members and volunteers and by members of the public.

### ***Membership Programme***

We opened the Charity’s membership programme to subscribers in August 2022. This is an important aspect of the Charity’s fundraising framework, with members paying an annual subscription of £25.00 and receiving benefits in return including a membership badge and monthly newsletter as well as free admission to talks hosted by the NRWGC. By 31 December 2022, the Charity had signed up 65 members across some eight different countries, appropriately reflecting the international focus of the NRWGC.

### ***Volunteer Programme***

We established a volunteer programme for the Charity, under the management of our Volunteer Officer. The programme is allowing both members and non-members to contribute to the work of the NRWGC by gathering information about relevant sites.

### ***Charity Policies***

Trustees considered and approved a number of policies to inform the work of the NRWGC going forward. This included policies on Financial Procedures, Risk Management, Volunteer Management and Complaints Handling.

### ***AGM***

We held the Charity's first AGM in hybrid format both online and in person at the National Army Museum in London on 8 September 2022. The meeting was preceded by a ticketed tour of Apsley House in London hosted by the Charity which resulted in a financial profit. A number of key documents were tabled for member approval at the AGM, including our existing Constitution as well an interim financial report from our Treasurer, and all serving Trustees stood for re-election and were duly re-elected.

### ***War and Peace in the Age of Napoleon Conference***

In furtherance of our educational remit, the NRWGC organised and hosted the *War and Peace in the Age of Napoleon* academic conference over the same long weekend as the AGM, on 9-10 September 2022. This had originally been planned as a hybrid event, but we were confronted with a major and totally unforeseeable challenge when the death of Her Majesty Queen Elizabeth II on 8 September resulted in our venue at the National Army Museum closing to the public. Due chiefly to an outstanding effort (literally overnight) by our chair, Dr Zack White, and by Trustee Samantha Jolley, we successfully pivoted the conference to online only. The two-day conference saw a range of speakers presenting papers on the Revolutionary and Napoleonic era and resulted in a financial profit for the Charity via ticket sales. All talks were also recorded and subsequently made available online to ticket holders.

### ***Website and Social Media***

Communicating the work and research of the NRWGC has been an important focus for us during this reporting period, particularly in view of our educational Object. We purchased the [www.nrgwgc.com](http://www.nrgwgc.com) web domain and set up a website which includes a blog, mailing list, Trustee information and donation and membership portals. We have also developed a strong social media presence up to the end of 2022, with the NRWGC present on Twitter, Facebook and YouTube.

### ***Online Talks***

Another important aspect of our educational outreach has been the hosting of online talks covering various aspects of the Revolutionary and Napoleonic eras on which the NRWGC focusses. We held a series of these talks during this period. NRWGC members were able to attend these talks for free as part of their membership benefits, with non-members charged £5.00 per talk.

#### **4. Financial Summary**

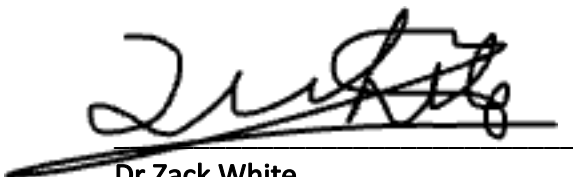
The Charity had total income during this period of £17,031.44; primarily via events income, donations and membership subscriptions. Total expenditure for the period was £8,588.90, leaving available unrestricted funds as of 31 December 2022 of £7,642.54 (i.e. the balance less restricted funds of £800.00).

At a meeting on 10 November 2022, Trustees approved the creation of a financial reserve of £800.00, representing approximately 10% of the Charity's available funds at that point. No financial commitments that would reduce funds below this level will be entered into. As the NRWGC has at present no debts, liabilities or significant recurring costs, the Trustees consider this reserve sufficient for the time being. This figure will be reviewed periodically by the Treasurer with an eye to maintaining a balance between having an adequate reserve and ensuring that no more funds than are prudent are ringfenced. Trustees will be asked to vote again on any future proposed increase or decrease.

#### **5. Financial Statements**

The Financial Statements appended have been prepared on a receipts and payments basis with all income and expenditure shown on a cash basis. The Financial Statements have been drawn up in compliance with the Charities Act 2011 and with the Charity's Constitution. They are unexamined, in line with the Charity Commission's guidance that examination is not a requirement for CIOs with a total annual income of less than £25,000.00. As the Trustees have identified no significant short or medium term financial risks to the charity's continued operations, the Financial Statements have been prepared on a going concern basis.

Approved by the Trustees on 10 August 2023 and signed on their behalf by:

A handwritten signature in black ink, appearing to read 'Zack White', is written over a horizontal line.

**Dr Zack White**  
Chair



## Financial Statements

### Statement of Receipts and Payments

For the Period 30 November 2021 – 31 December 2022

	Unrestricted Funds (£)	Restricted Funds (£)	Total Funds (£)	Previous Year (£)
<b>Receipts</b>		-		-
Bank Compensation	600.00	-	600.00	-
Donations	1,456.01	-	1,456.01	-
Events Income	13,375.43	-	13,375.43	
Membership Subscriptions	1,600.00	-	1,600.00	-
<b>Total Receipts</b>	<b>17,031.44</b>	<b>-</b>	<b>17,031.44</b>	<b>-</b>
<b>Payments</b>				
Administration	740.35	-	740.35	-
Events	7,477.10	-	7,477.10	-
Grave, Memorial and Remains Projects	250.00	-	250.00	-
PayPal Fees	121.45		121.45	
<b>Total Payments</b>	<b>8,588.90</b>	<b>-</b>	<b>8,588.90</b>	<b>-</b>

## Statement of Assets and Liabilities

As at 31 December 2022

	Unrestricted Funds (£)	Restricted Funds (£)	Total Funds (£)	Previous Year (£)
<b>Assets</b>		-		-
Cash at Bank	7,642.54	800.00	8,442.54	-
Non-Monetary Assets	-	-		-
<b>Total Assets</b>	<b>7,642.54</b>	<b>800.00</b>	<b>8,442.54</b>	<b>-</b>
<b>Liabilities</b>	-	-	-	-

## **Notes to the Financial Statements**

### **1. Statutory Information**

The Napoleonic & Revolutionary War Graves Charity is a Charitable Incorporated Organisation registered with the Charity Commission for England and Wales. The office address is 14 Sarah Sands Close, Christchurch, Dorset, BH23 3SP, United Kingdom.

### **2. Basis of Preparation**

These Financial Statements are prepared on a receipts and payments basis, with all income and expenditure shown on a cash basis.

### **3. Going Concern**

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

### **4. Pensions**

The Charity does not employ any staff and no pension is currently arranged.

### **5. Staff Costs**

There were no staff costs during this period.

### **6. Trustee Remuneration, Expenses and Related Party Transactions**

There was no Trustee remuneration during this period. One Trustee received reimbursement for £462.29 relating to vouched notarisation expenses incurred by them in connection with setting up the Charity's bank account. Reimbursement of £92.23 was also paid to a committee officer relating to vouched postage and packaging expenses incurred by them in connection with the postage of membership badges.

### **7. Bank Compensation**

Financial compensation totalling £600.00 was received from National Westminster Bank Plc. in connection with delays and errors in setting up the Charity's bank account.