

**Cross & Cockade International  
The First World War Aviation Historical Society**

**Financial Statements**

**31st December 2016**

**Charity Number 1117741**

**CROSS & COCKADE INTERNATIONAL THE FIRST WORLD WAR AVIATION  
HISTORICAL SOCIETY**

**FINANCIAL STATEMENTS**

**YEAR ENDED 31st DECEMBER 2016**

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# **CROSS & COCKADE INTERNATIONAL THE FIRST WORLD WAR AVIATION HISTORICAL SOCIETY**

## **TRUSTEES AND PROFESSIONAL ADVISERS**

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<b>Registered charity name</b>	Cross & Cockade International The First World War Aviation Historical Society
<b>Charity number</b>	1117741
<b>Address</b>	73 Sutton Road Sutton Poyntz Weymouth Dorset DT3 6LN
<b>Trustees</b>	Peter John Dye Barbara Huston Colin Clarke Huston Marcus George Williams Gordon Fred Atkin Andrew George Kemp John Michael Davis Trevor Henshaw Robert Stanley Jones Peter John Cowlan (appointed 18 July 2016)
<b>Independent examiner</b>	Horsfield & Smith Chartered Accountants Tower House 269 Walmersley Road Bury Lancashire BL9 6NX
<b>Bankers</b>	Barclays Bank plc 5 High Street Warwick CV34 4AW

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# **CROSS & COCKADE INTERNATIONAL THE FIRST WORLD WAR AVIATION HISTORICAL SOCIETY**

## **TRUSTEES ANNUAL REPORT** *(continued)*

### **YEAR ENDED 31st DECEMBER 2016**

The trustees present their report and the unaudited financial statements of the charity for the year ended 31st December 2016. The financial statement have been prepared in accordance with the accounting policies set out in note 1 in the accounts and comply with the charities trust deed, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard Applicable in the UK and Republic of Ireland published (FRS102) (effective 1 January 2015).

### **REFERENCE AND ADMINISTRATIVE DETAILS**

Reference and administrative details are shown in the schedule of trustees and professional advisers on page 1 of the financial statements.

### **THE TRUSTEES**

The trustees who served the charity during the period were as follows:

Peter John Dye  
Barbara Huston  
Colin Clarke Huston  
Marcus George Williams  
Gordon Fred Atkin  
Andrew George Kemp  
John Michael Davis  
Robert Stanley Jones  
Trevor Henshaw  
Peter John Cowlan (appointed 18 July 2016)

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Legal Status**

Cross & Cockade International The First World War Aviation Historical Society was registered as a charity (Registered number: 1117741) by a constitution adopted on 27<sup>th</sup> November 2006, amended on 25<sup>th</sup> April 2015.

#### **Risk Assessment**

The trustees have considered the major risks to which the charity is exposed and have established systems to mitigate those risks.

#### **Organisation**

Management of the organisation is carried out by an elected Committee in accordance with the constitution.

#### **Financial Controls**

Day to day administration and management of budgets and financial procedures were carried out during the year by the Treasurer. The Treasurer is responsible for ensuring that the income and

# **CROSS & COCKADE INTERNATIONAL THE FIRST WORLD WAR AVIATION HISTORICAL SOCIETY**

## **TRUSTEES ANNUAL REPORT** (continued)

### **YEAR ENDED 31st DECEMBER 2016**

expenditure, assets and liabilities, of the charity are managed in an efficient and effective manner. Final responsibility for financial matters rests with the committee as a whole.

### **OBJECTIVES AND ACTIVITIES**

#### **Objects of the Charity**

To educate the public in all aspects of the history of aviation related to the First World War including the periods immediately before and after that event.

### **ACHIEVEMENTS AND PERFORMANCE**

The Society has had another successful year with membership just under the 1,000 mark. We continue to produce four very high quality quarterly journals. Each issue was despatched on time and all receive high praise in the specialist aviation press.

The British Air Services Memorial at St-Omer is maintained on behalf of the Society by the Commonwealth War Graves Commission – funded through sales of the society's annual calendar – and has now been the focus of a series of commemorative ceremonies during the period of the First World War Centenary.

The Society was delighted to be able to help the Town of St-Omer in celebrating their role in supporting British and Commonwealth Forces during the First World War. Similar assistance has been provided to the villages of Candas and Fienvillers, the site of a major Royal Flying Corps depot and airfield, in their commemoration efforts.

The Society produced a heavily illustrated and detailed history of British Air Power in the Middle East to commemorate the Centenary of the Arab Revolt. The monograph, produced by a small team of members, has been extremely well received.

Our quarterly E-Newsletter, 'Wind In The Wires' has now exceeded 1,100 subscribers. We have 285 Twitter followers and on Facebook have accumulated over 2000 'Likes'.

### **REVIEW OF THE FINANCIAL POSITION**

The charity generated a surplus on unrestricted reserves of £7,586 and has net assets at 31<sup>st</sup> December 2016 of £89,212.

### **RESERVES POLICY**

The current policy is to retain £28,000. However this policy is subject to annual review.

# **CROSS & COCKADE INTERNATIONAL THE FIRST WORLD WAR AVIATION HISTORICAL SOCIETY**

## **TRUSTEES ANNUAL REPORT** *(continued)*

**YEAR ENDED 31st DECEMBER 2016**

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### **RESPONSIBILITIES OF THE TRUSTEES**

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011. The trustees 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.

### **INDEPENDENT EXAMINER**

A resolution to re-appoint Horsfield & Smith as independent examiner for the ensuing year will be proposed at the Annual General Meeting.

73 Sutton Road  
Sutton Poyntz  
Weymouth  
Dorset  
DT3 6LN

Signed by order of the trustees



PETER JOHN DYE  
Chairman

Date 15<sup>th</sup> February 2017

# **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CROSS & COCKADE INTERNATIONAL THE FIRST WORLD WAR AVIATION HISTORICAL SOCIETY**

**YEAR ENDED 31st DECEMBER 2016**

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I report on the accounts of the charity for the year ended 31st December 2016 which are set out on pages 6 to 11.

## **RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commissioner under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention

## **BASIS OF INDEPENDENT EXAMINER'S STATEMENT**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

## **INDEPENDENT EXAMINER'S STATEMENT**

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met: or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Tower House  
269 Walmersley Road  
Bury  
Lancashire  
BL9 6NX



JONATHAN STAPLES BSc FCA DChA  
For and on behalf of  
HORSFIELD & SMITH  
Chartered Accountants  
& Statutory Auditor

Date 15<sup>th</sup> February 2017

# CROSS & COCKADE INTERNATIONAL THE FIRST WORLD WAR AVIATION HISTORICAL SOCIETY

## STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31st DECEMBER 2016

	Note	Unrestricted Funds £	Total Funds 2016 £	Total Funds 2015 £
<b>INCOMING RESOURCES</b>				
Incoming resources from generating funds:				
Donations	2	32,368	32,368	33,537
Charitable activities	3	8,897	8,897	10,882
Investment income	4	691	691	545
<b>TOTAL INCOMING RESOURCES</b>		<b>41,956</b>	<b>41,956</b>	<b>44,964</b>
<b>RESOURCES EXPENDED</b>				
Charitable activities	5	(32,819)	(32,819)	(38,749)
Other costs	6	(1,551)	(1,551)	(1,710)
<b>TOTAL RESOURCES EXPENDED</b>		<b>(34,370)</b>	<b>(34,370)</b>	<b>(40,459)</b>
<b>NET INCOMING RESOURCES FOR THE YEAR</b>	<b>7</b>	<b>7,586</b>	<b>7,586</b>	<b>4,505</b>
Donation to the RAF museum		-	-	(8,900)
Total funds brought forward		81,626	81,626	86,021
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>89,212</b>	<b>89,212</b>	<b>81,626</b>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 8 to 11 form part of these financial statements.



# CROSS & COCKADE INTERNATIONAL THE FIRST WORLD WAR AVIATION HISTORICAL SOCIETY

## BALANCE SHEET

31st DECEMBER 2016

	Note	2016 £	2015 £
<b>FIXED ASSETS</b>			
Tangible Assets	11	724	1,012
<b>CURRENT ASSETS</b>			
Debtors	12	725	360
Stock		10,183	11,882
Photo collection/archive		9,916	10,232
Cash at bank and in hand		87,609	76,668
		<u>108,433</u>	<u>99,142</u>
<b>CREDITORS: Amounts falling due within one year</b>	13	<u>(19,945)</u>	<u>(18,528)</u>
<b>NET CURRENT ASSETS</b>		<b>88,488</b>	<b>80,614</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b>89,212</b>	<b>81,626</b>
<b>TOTAL NET ASSETS</b>		<b>89,212</b>	<b>81,626</b>
<b>THE FUNDS OF THE CHARITY</b>			
Unrestricted funds	14	61,212	53,626
Designated funds	14	28,000	28,000
<b>TOTAL CHARITY FUNDS</b>		<b>89,212</b>	<b>81,626</b>

These financial statements were approved by the members of the committee on the 15<sup>th</sup> February 2017 and are signed on their behalf by:

  
GORDON ATKIN  
Treasurer

The notes on pages 8 to 11 form part of these financial statements.

# **CROSS & COCKADE INTERNATIONAL THE FIRST WORLD WAR AVIATION HISTORICAL SOCIETY**

## **NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31st DECEMBER 2016**

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### **1. ACCOUNTING POLICIES**

#### **Basis of accounting**

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005) and the Charities Act 2011.

#### **Fixed assets**

All fixed assets are initially recorded at cost.

#### **Depreciation**

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Computer Equipment	- 20% Straight line
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#### **Incoming resources**

Grants are accounted for on a receivable basis. They are allocated to restricted and unrestricted funds as appropriate.

Donations are recognised as they are received, and are allocated to restricted and unrestricted funds as specified by the donor.

#### **Resources expended**

Expenditure is analysed between costs of generating funds and charitable expenditure. Support costs are included within the charitable expenditure. Expenditure is allocated to restricted and unrestricted funds as appropriate.

#### **Funds structure**

**Restricted funds** are those where the use to which the funds can be put are specified by the donor or within the charity's Trust Deed.

**Unrestricted funds** are those which can be applied at the discretion of the trustees, who may decide that certain of these funds are designated for particular charitable purposes.

# CROSS & COCKADE INTERNATIONAL THE FIRST WORLD WAR AVIATION HISTORICAL SOCIETY

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31st DECEMBER 2016

### 2. DONATIONS

	Unrestricted Funds	Total Funds 2016	Total Funds 2015
	£	£	£
Subscriptions	28,733	28,733	30,421
Gift Aid	2,930	2,930	2,351
Donations	705	705	765
	<u>32,368</u>	<u>32,368</u>	<u>33,537</u>

### 3. CHARITABLE ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds	Total Funds 2016	Total Funds 2015
	£	£	£
Surplus on sales	6,249	6,249	7,644
Profit on calendar sales	2,648	2,648	3,219
Sundries	-	-	19
	<u>8,897</u>	<u>8,897</u>	<u>10,882</u>

### 4. INVESTMENT INCOME

	Unrestricted Funds	Total Funds 2016	Total Funds 2015
	£	£	£
Bank interest receivable	691	691	545

### 5. COSTS OF CHARITABLE ACTIVITIES

	Unrestricted Funds	Total Funds 2016	Total Funds 2015
	£	£	£
Journal production and despatch	19,239	19,239	23,227
Insurance	1,011	1,011	967
Maintenance of St Omer Memorial	650	650	2,303
Bank charges	2,065	2,065	2,106
Committee expenses	6,133	6,133	6,376
Website	2,670	2,670	3,540
London meeting expenses	-	-	-
Trophy	98	98	98
Sundries	32	32	32
Prizes	100	100	100
Advertising	160	160	-
Photocopying	661	661	-
	<u>32,819</u>	<u>32,819</u>	<u>38,749</u>

# CROSS & COCKADE INTERNATIONAL THE FIRST WORLD WAR AVIATION HISTORICAL SOCIETY

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31st DECEMBER 2016

### 6. OTHER COSTS

	Unrestricted Funds	Total Funds 2016	Total Funds 2015
	£	£	£
AGM expenses	505	505	334
Accountancy	600	600	600
Depreciation	446	446	776
	<u>1,551</u>	<u>1,551</u>	<u>1,710</u>

### 7. NET INCOMING RESOURCES FOR THE YEAR

This is stated before charging:

	2016 £	2015 £
Donation to the RAF museum	-	8,900
	<u>-</u>	<u>8,900</u>

### 8. TRUSTEES

No trustee or connected person received any remuneration either directly or indirectly.

### 9. EMPLOYEES

There were no employees during the year.

### 10. TAXATION

The organisation has charitable status and consequently in the opinion of the trustees, all income is outside the scope of income or corporation tax.

# CROSS & COCKADE INTERNATIONAL THE FIRST WORLD WAR AVIATION HISTORICAL SOCIETY

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31st DECEMBER 2016

### 11. TANGIBLE FIXED ASSETS

	British Air Service Memorial £	Computer Equipment £	Total £
<b>COST</b>			
At 1 January 2016	58,102	10,262	68,364
Additions	-	158	158
<b>At 31 December 2016</b>	<b>58,102</b>	<b>10,420</b>	<b>68,522</b>
<b>DEPRECIATION</b>			
At 1 January 2016	58,101	9,251	67,352
Charge for the year	-	446	446
<b>At 31 December 2016</b>	<b>58,101</b>	<b>9,697</b>	<b>67,798</b>
<b>NET BOOK VALUE</b>			
At 31 December 2016	1	723	724
At 1 January 2016	1	1,011	1,012

### 12. DEBTORS

	2016 £	2015 £
Debtors and prepayments	725	360

### 13. CREDITORS: Amounts falling due within one year

	2016 £	2015 £
Advance subscriptions	16,626	16,763
Creditors and accruals	3,319	1,765
	<b>19,945</b>	<b>18,528</b>

### 14. UNRESTRICTED INCOME FUNDS

	Balance at 1 January 2016 £	Incoming resources £	Outgoing resources £	Balance at 31 Dec 2016 £
General Funds	53,626	41,956	(34,370)	61,212
Designated Funds	28,000	-	-	28,000

The Designated Fund of £28,000 relates to funds set aside for the development of the charity and also for any potential costs arising from the need to move to commercial rather than in-house production of the journal.

**CROSS & COCKADE INTERNATIONAL THE FIRST WORLD WAR AVIATION  
HISTORICAL SOCIETY**

**MANAGEMENT INFORMATION**

**YEAR ENDED 31st DECEMBER 2016**

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**The following pages do not form part of the statutory financial statements  
which are the subject of the independent examiner's report on page 5.**

# **CROSS & COCKADE INTERNATIONAL THE FIRST WORLD WAR AVIATION HISTORICAL SOCIETY**

## **DETAILED STATEMENT OF FINANCIAL ACTIVITIES**

**YEAR ENDED 31st DECEMBER 2016**

	<b>2016</b>	<b>2015</b>
<b>INCOMING RESOURCES</b>		
<b>DONATIONS</b>	<b>£</b>	<b>£</b>
Subscriptions	<b>28,733</b>	30,421
Gift aid	<b>2,930</b>	2,351
Donations	<b>705</b>	765
	<b>32,368</b>	33,537
<b>CHARITABLE ACTIVITIES</b>		
Surplus on sales	<b>6,249</b>	7,644
Surplus on calendar sales	<b>2,648</b>	3,238
Seminar surplus	-	-
	<b>8,897</b>	10,882
<b>INVESTMENT INCOME</b>		
Bank interest receivable	<b>691</b>	545
<b>TOTAL INCOMING RESOURCES</b>	<b>41,956</b>	44,964
<b>CHARITABLE ACTIVITIES</b>		
Journal production and despatch	<b>19,239</b>	23,227
Insurance	<b>1,011</b>	967
London meeting expenses	-	-
Bank charges	<b>2,065</b>	2,106
Committee expenses	<b>6,133</b>	6,376
Website	<b>2,670</b>	3,540
Memorial maintenance	<b>650</b>	2,303
Trophies	<b>98</b>	98
Sundries	<b>32</b>	32
Prizes	<b>100</b>	100
Advertising	<b>160</b>	-
Photocopying	<b>661</b>	-
	<b>32,819</b>	38,749
<b>OTHER COSTS</b>		
Accountancy	<b>600</b>	600
AGM expenses	<b>505</b>	334
Depreciation	<b>446</b>	776
	<b>1,551</b>	1,710
<b>TOTAL RESOURCES EXPENDED</b>	<b>34,370</b>	40,459
<b>NET INCOMING RESOURCES FOR THE YEAR</b>	<b>7,586</b>	4,505