

**THE BURMA STAR MEMORIAL FUND**  
**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**  
**YEAR ENDED 30 SEPTEMBER 2018**  
**CHARITY NO: 1109753**

# **THE BURMA STAR MEMORIAL FUND**

## **Legal and Administrative Information**

### **Trustees**

The Viscount Slim (from 12 Jan 2019) - Mark Slim *Chairman*  
Richard Nunneley  
Rear Admiral Chris Clayton  
Jeremy Archer

### **Treasurer**

Mrs Glynis Longhurst FCA

### **Administrator**

Philip Crawley MBE

### **Benevolence Secretary**

Captain (Ret'd) Mike Nelson

### **Principal Office**

34 Grosvenor Gardens, London, SW1W 0DH  
Tel: 020 7823 4273, Fax: 020 7730 7263  
Email: [admin@burmastar.org.uk](mailto:admin@burmastar.org.uk)  
Charity No: 1109753

### **Independent Examiner**

Heather Wheelhouse, BDO LLP, Chartered Accountants, 150 Aldersgate Street, London, EC1A 4AB

### **Bankers**

The Royal Bank of Scotland plc, London City Office, 62-63 Threadneedle Street, London, EC2R 8LA

# THE BURMA STAR MEMORIAL FUND

## TRUSTEES' REPORT FOR THE YEAR TO 30 SEPTEMBER 2018

### Structure, Governance and Management

The Burma Star Memorial Fund ('the Charity') was registered by Trust Deed as a charity in May 2005. The Deed established the Fund to commemorate the service and sacrifice of the men and women from the United Kingdom, Commonwealth and Empire and from Allied Nations who served in the Burma Campaign of 1942-1945.

The Trustees are the primary authority of the Fund and are ultimately responsible for holding and applying its assets for its charitable purposes. The Deed provides for a minimum of three Trustees. New Trustees are recruited as and when required at the existing Trustees' discretion with reference to their abilities that will enhance and further the Charity's objectives. All the existing Trustees of the Fund were Trustees of other charities before their appointment and therefore were familiar with the responsibilities that being a Trustee incurs. When new Trustees are appointed, training both in-house with existing Trustees, or externally through appropriate trustee training courses, will be provided, if required. In 2017/18 there were no changes to the Trustees.

The day to day management of the Fund is carried out by an Administrator and a Treasurer. These individuals report directly to the Trustees.

### Objectives and activities for the public benefit

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in planning future activities.

The objects of the Fund for the public benefit are:

- (1) to advance the education of people who are in need of financial assistance and who come from those Commonwealth and Allied countries that contributed service men and women to the Campaign.
- (2) to establish and maintain a memorial or memorials in remembrance of those who served in the Campaign;
- (3) to relieve those people who served in the Campaign and their spouses and descendants who are in need by virtue of financial hardship, sickness or old age by:
  - a) making grants of money to them; or
  - b) providing or paying for goods, services or facilities for them including education or training; or
  - c) making grants of money to other persons or bodies who provide goods, services or facilities to those in need.

The Trustees' objective for educational purposes continues to be the setting up of scholarships in the name of the 'Burma Star', with a view to keeping the name in the public perception and as a memorial to those who participated in the Burma Campaign. After discussions and meetings with four different Universities, the Trustees have decided to partner with University College London (UCL) and have come to an arrangement with them for the Charity to fund initially either a student from the UK or overseas in accordance with its charitable objectives, to study for a Masters' Degree in one of the following fields: Global Health, Applied Infectious Disease Epidemiology or Engineering for International Development. These specific areas have been chosen as being close to the hearts of all those involved with the Burma Campaign.

As part of the process of raising awareness of the Charity and also to provide a portal for families, historians and any other interested parties to access information, initially, on the membership of The Burma Star Association and its journal 'Dekhol!', the Charity has investigated the production of an interactive website. To help it with this work and also the educational scholarships, it has enlisted the help of a Fundraising Consultancy.



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### Objectives and activities for the public benefit (contd.)

The maintenance of the Burma Star Grove at the National Memorial Arboretum continued throughout the year and fundraising for this purpose has continued to secure funds to provide income for this purpose.

In the opinion of the Trustees, The Burma Star Association continues to provide adequate benevolence provision to their mutual potential beneficiaries who are in need.

### Achievements and performance

A company, who are experts in the field of interactive web design and come highly recommended, has been identified and approached to produce a website for the Charity. An application to the Heritage Lottery Fund for funding to cover the costs of this project has, sadly, been turned down, so the Charity will now have to use its reserves for this vital work.

The relationship with UCL has been formally documented and the basis of the Scholarships has been decided and is being put into place so that the first scholar could be in position by Autumn 2019 for the 2019/20 academic year.

The Burma Star Grove at the National Memorial Arboretum at Alrewas has been maintained over the year to a high standard and has survived the very dry summer, thanks to our dedicated gardener and volunteer overseer.

### Financial Review

The main item of income in the year to 30 September 2018 was a legacy for general purposes of £78,500. The main item of expenditure was the fees paid to the Fundraising Consultants of £46,200, who were engaged to set up the Burma Star scholarships and the website and digitization of the information to be placed on it. Without this expertise, neither of these projects would have been possible.

The administrative charge from The Burma Star Association to cover relevant salaries and support costs was increased in 2018 to 10% from 5% the previous year, as more work was undertaken by the Administrator and Treasurer for the Charity. A total of £7,873 was paid to the Association in the year under review. This charge plus other general support costs were split between the Burma Star Grove, the Website and Digitisation, Scholarships and Costs of Generating Voluntary Income (CGVI) in the following ratios: 10:45:40:5 based on the time spent by the Administrator and the Treasurer. In the previous year these costs were split between the Grove, Scholarships and CGVI only, in the following ratios: 20:60:20 as the amount of time spent on each activity varies annually. The charge from The Burma Star Association for salaries and overheads for the 3 months from 1 July to 30 September 2018 has not been included as these accounts are constructed on a Receipts and Payments basis, not an Accruals basis, and this payment had not been made before the year end of 30 September.

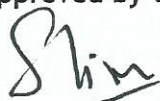
Total income for the Fund for the year to 30 September 2018 was £80,672 and the balance remaining after payments made was £335,391. The remaining funds for the Burma Star Grove were £104,780 and for general purposes were £230,611.

### Plans for Future Periods

Once the digitisation of the membership records and its journal 'Dekho!' held by The Burma Star Association has been completed, it is anticipated that the Trustees will be in a position to forge ahead with the Charity's dedicated website, which will include this information and make it available to the general public.

Whilst the Charity can fund one scholar for the year 2019/20 from its current reserves, in order to expand on this number it will be necessary to embark on a 'Fund-Raising Campaign' in 2019 and this is anticipated to be the major work of the Charity in the coming year.

Approved by the Trustees and signed on their behalf by:



The Viscount Slim  
Chairman of Trustees  
3 April 2019



## THE BURMA STAR MEMORIAL FUND

### Independent Examiner's Report to the Trustees of The Burma Star Memorial Fund

I report to the Trustees on my examination of the accounts of The Burma Star Memorial Fund (the Charity) for the year ended 30 September 2018 which are set out on pages 6 & 7.

This report is made solely to the Charity's Trustees, as a body, in accordance with Regulation 31 of Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity's Trustees as a body, for my work, for this report, or for the statement I have made.

### Responsibilities and basis for report

As the Charity Trustees of The Burma Star Memorial Fund 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 Burma Star Memorial Fund's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 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:

- (1) accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
- (2) the accounts do not accord with those records;
- (3) the accounts do not comply with the accounting requirements concerning the form and content of the 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.

*Heather Wheelhouse*

Heather Wheelhouse  
BDO LLP  
150 Aldersgate Street  
London, EC1A 4AB

10 April 2019

# THE BURMA STAR MEMORIAL FUND

## RECEIPTS AND PAYMENTS ACCOUNT

Year to 30 September 2018

	Unrestricted Funds	Restricted Fund - Burma Star Grove	Total Funds 2018	Total Funds 2017
	£	£	£	£
<b>Receipts</b>				
Voluntary income:				
Donations	90	979	1,069	5,151
Legacies & bequests	78,500	-	78,500	58,672
Investment income:				
Deposit account interest	728	375	1,103	719
			-	
<b>TOTAL RECEIPTS</b>	<u>79,318</u>	<u>1,354</u>	<u>80,672</u>	<u>64,542</u>
<b>Payments</b>				
Costs of generating voluntary income	427	-	427	769
Charitable activities:				
Educational scholarships	36,022	-	36,022	12,027
Burma Star Grove	-	1,908	1,908	967
BSMF Website and Digitisation	18,464	-	18,464	-
Kohima Educational Scholarship	300	-	300	-
<b>TOTAL PAYMENTS</b>	<u>55,213</u>	<u>1,908</u>	<u>57,121</u>	<u>13,763</u>
<b>NET RECEIPTS/(PAYMENTS)</b>	24,105	( 554)	23,551	50,779
<b>CASH FUNDS AT START OF PERIOD</b>	206,506	105,334	311,840	261,061
<b>CASH FUNDS AT END OF PERIOD</b>	<u>230,611</u>	<u>104,780</u>	<u>335,391</u>	<u>311,840</u>

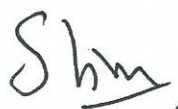
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## BALANCE SHEET

As at 30 September 2018

	Unrestricted Funds £	Restricted Funds - Burma Star Grove £	Total Funds 2018 £	Total Funds 2017 £
<b>Current Assets</b>				
Cash funds	230,611	104,780	<b>335,391</b>	311,840
<b>TOTAL ASSETS</b>	<u>230,611</u>	<u>104,780</u>	<u><b>335,391</b></u>	<u>311,840</u>
<b>Funds</b>				
Unrestricted income funds	230,611	-	<b>230,611</b>	206,506
Restricted income funds	-	104,780	<b>104,780</b>	105,334
<b>TOTAL FUNDS</b>	<u>230,611</u>	<u>104,780</u>	<u><b>335,391</b></u>	<u>311,840</u>

Approved by the Trustees on 3 April 2019  
and signed on their behalf by



The Viscount Slim  
Chairman of Trustees