

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

**Financial Statements**

**31st December 2018**

**Charity Number 1117741**

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

## **FINANCIAL STATEMENTS**

**YEAR ENDED 31st DECEMBER 2018**

---

<b>CONTENTS</b>	<b>PAGES</b>
Trustees and professional advisers	<b>1</b>
Trustees Annual Report	<b>2 to 4</b>
Independent examiner's report	<b>5</b>
Statement of Financial Activities	<b>6</b>
Balance sheet	<b>7</b>
Notes to the financial statements	<b>8 to 11</b>
<b>The following pages do not form part of the financial statements</b>	
Detailed statement of financial activities	<b>13</b>

---

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

## TRUSTEES AND PROFESSIONAL ADVISERS

---

<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 Colin Clarke Huston Marcus George Williams Andrew George Kemp John Michael Davis Trevor Henshaw Robert Stanley Jones Peter John Cowlan Brian Richard Slater Graham Mottram Graham Chisnall
<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

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

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

### **YEAR ENDED 31st DECEMBER 2018**

---

The trustees present their report and the unaudited financial statements of the charity for the year ended 31st December 2018. 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  
Colin Clarke Huston  
Marcus George Williams  
Andrew George Kemp  
John Michael Davis  
Robert Stanley Jones  
Trevor Henshaw  
Peter John Cowlan  
Brian Richard Slater  
Graham Mottram  
Graham Chisnall

#### **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.

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

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

### **YEAR ENDED 31st DECEMBER 2018**

---

#### **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 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 a successful year, although membership numbers have shown a slight decline to 934 (at 16 March 2019). However, the number of subscribers to 'Wind in The Wires', our quarterly e-newsletter, continues to grow and currently stands at 1,297. The Society's Journal has maintained its high reputation while sales of the annual calendar remain robust, fully covering the Commonwealth War Grave Commission's costs in maintaining the British Air Services Memorial at St-Omer. This has enabled the Society to fund a bronze plaque, to be installed at the Memorial, commemorating the ceremony organised by the Town of St-Omer in September 2018 celebrating the Centenary of the Royal Air Force. The Chairman and President were invited to this event, which was attended by a French Government Minister and senior British and French Air Force Officers. The President spoke at the official ceremony as well as providing a free public lecture the previous evening at La Chapelle des Jesuites.

We have also worked hard to develop links with the Stow Maries Great War Aerodrome Trust with the aim of managing our archive more effectively and collaborating on public educational programmes. This could include a permanent presence at Stow Maries. An MOU agreeing to pursue these opportunities was agreed at the Society's 2018 AGM and has been signed by the Society's Chairman and the Stow Maries CEO, on behalf of their respective Trustees.

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

The charity generated a surplus on unrestricted reserves of £9,834 and has net assets at 31<sup>st</sup> December 2018 of £105,571.

#### **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 2018**

---

#### **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.

Signed by order of the trustees

Lords and Ladies  
Pilcot  
Dogmersfield  
Hampshire  
RG27 8ST

GRAHAM CHISNALL  
Chairman

Date:

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

**YEAR ENDED 31st DECEMBER 2018**

---

I report on the accounts of the charity for the year ended 31st December 2018 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:

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

## STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31st DECEMBER 2018

		Unrestricted Funds £	Total Funds 2018 £	Total Funds 2017 £
	Note			
<b>INCOMING RESOURCES</b>				
Incoming resources from generating funds:				
Donations	2	32,613	32,613	32,180
Charitable activities	3	8,834	8,834	9,962
Investment income	4	824	824	477
<b>TOTAL INCOMING RESOURCES</b>		<b>42,271</b>	<b>42,271</b>	<b>42,620</b>
<b>RESOURCES EXPENDED</b>				
Charitable activities	5	(31,500)	(31,500)	(34,232)
Other costs	6	(1,388)	(1,388)	(1,413)
<b>TOTAL RESOURCES EXPENDED</b>		<b>(32,888)</b>	<b>(32,888)</b>	<b>(35,645)</b>
<b>NET INCOMING RESOURCES FOR THE YEAR</b>				
		<b>9,384</b>	<b>9,384</b>	<b>6,975</b>
Donation to the RAF museum	7	-	-	-
Total funds brought forward		<b>96,187</b>	<b>96,187</b>	<b>89,212</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>105,571</b>	<b>105,571</b>	<b>96,187</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 2018

	Note	2018 £	£	2017 £
<b>FIXED ASSETS</b>				
Tangible Assets	11		474	271
<b>CURRENT ASSETS</b>				
Debtors	12	360		420
Stock		10,420		12,152
Photo collection/archive		11,416		10,130
Cash at bank and in hand		100,935		92,264
		<u>123,131</u>		<u>114,966</u>
<b>CREDITORS: Amounts falling due within one year</b>	13	<u>(18,034)</u>		<u>(19,050)</u>
<b>NET CURRENT ASSETS</b>			<b>105,097</b>	95,916
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u><b>105,571</b></u>	<u>96,187</u>
<b>TOTAL NET ASSETS</b>			<u><b>105,571</b></u>	<u>96,187</u>
<b>THE FUNDS OF THE CHARITY</b>				
Unrestricted funds	14		<b>77,571</b>	68,187
Designated funds	14		<b>28,000</b>	28,000
<b>TOTAL CHARITY FUNDS</b>			<u><b>105,571</b></u>	<u>96,187</u>

These financial statements were approved by the members of the committee on the  
and are signed on their behalf by:

Brian Richard Slater  
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 2018

---

### 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
--------------------	---------------------

#### **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 2018

### 2. DONATIONS

	Unrestricted Funds	Total Funds 2018	Total Funds 2017
	£	£	£
Subscriptions	29,053	29,053	28,954
Gift Aid	3,196	3,196	3,036
Donations	364	364	190
	<u>32,613</u>	<u>32,613</u>	<u>32,180</u>

### 3. CHARITABLE ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds	Total Funds 2018	Total Funds 2017
	£	£	£
Surplus on sales	5,727	5,727	6,648
Surplus on calendar sales	2,894	2,894	3,064
Other income	213	213	251
	<u>8,834</u>	<u>8,834</u>	<u>9,962</u>

### 4. INVESTMENT INCOME

	Unrestricted Funds	Total Funds 2018	Total Funds 2017
	£	£	£
Bank interest receivable	824	824	477

### 5. COSTS OF CHARITABLE ACTIVITIES

	Unrestricted Funds	Total Funds 2018	Total Funds 2017
	£	£	£
Journal production and despatch	19,091	19,091	18,972
Insurance	1,135	1,135	1,431
Maintenance of St Omer Memorial	1,571	1,571	1,915
Bank charges	1,690	1,690	1,690
Committee expenses	2,371	2,371	4,180
Website	1,650	1,650	2,430
Trophies and prizes awarded	205	205	100
Rent	1,466	1,466	1,292
Sundries	37	37	204
Printing and stationery	578	578	988
IT and computer	1,507	1,507	796
Stowe Marie cooperation	199	199	233
	<u>31,500</u>	<u>31,500</u>	<u>34,232</u>

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

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31st DECEMBER 2018

---

### 6. OTHER COSTS

	Unrestricted Funds £	Total Funds 2018 £	Total Funds 2017 £
AGM expenses	646	646	360
Accountancy	600	600	600
Depreciation	142	142	453
	<u>1,388</u>	<u>1,388</u>	<u>1,413</u>

### 7. NET INCOMING RESOURCES FOR THE YEAR

This is stated before charging:

	2018 £	2017 £
Donation to the RAF museum	-	-
	<u>-</u>	<u>-</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 2018

### 11. TANGIBLE FIXED ASSETS

	British Air Service Memorial £	Computer Equipment £	Total £
<b>COST</b>			
At 1 January 2018	58,102	10,420	68,522
Additions	-	345	345
<b>At 31 December 2018</b>	<b>58,102</b>	<b>10,765</b>	<b>68,867</b>
<b>DEPRECIATION</b>			
At 1 January 2018	58,101	10,150	68,251
Charge for the year	-	142	142
<b>At 31 December 2018</b>	<b>58,101</b>	<b>10,292</b>	<b>68,393</b>
<b>NET BOOK VALUE</b>			
<b>At 31 December 2018</b>	<b>1</b>	<b>473</b>	<b>474</b>
At 1 January 2018	1	270	271

### 12. DEBTORS

	2018 £	2017 £
Debtors and prepayments	360	420

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

	2018 £	2017 £
Advance subscriptions	14,946	15,757
Creditors and accruals	3,088	3,293
	<b>18,034</b>	<b>19,050</b>

### 14. UNRESTRICTED INCOME FUNDS

	Balance at 1 January 2018 £	Incoming resources £	Outgoing resources £	Balance at 31 Dec 2018 £
General Funds	68,187	42,272	(32,888)	77,571
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 2018**

---

**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 2018

<b>INCOMING RESOURCES</b>	<b>2018</b>	2017
<b>DONATIONS</b>	<b>£</b>	<b>£</b>
Subscriptions	<b>29,053</b>	28,954
Gift aid	<b>3,196</b>	3,036
Donations	<b>364</b>	190
	<b>32,613</b>	32,180
<b>CHARITABLE ACTIVITIES</b>		
Surplus on sales	<b>5,727</b>	6,648
Surplus on calendar sales	<b>2,894</b>	3,064
Other income	<b>213</b>	251
	<b>8,834</b>	9,962
<b>INVESTMENT INCOME</b>		
Bank interest receivable	<b>824</b>	477
<b>TOTAL INCOMING RESOURCES</b>	<b>42,271</b>	42,620
<b>CHARITABLE ACTIVITIES</b>		
Journal production and despatch	<b>19,091</b>	18,972
Insurance	<b>1,135</b>	1,431
Bank charges	<b>1,690</b>	1,690
Committee expenses	<b>2,371</b>	4,180
Website	<b>1,650</b>	2,430
Memorial maintenance	<b>1,571</b>	1,915
Trophies	<b>205</b>	100
Sundries	<b>37</b>	204
Printing and stationery	<b>578</b>	988
Rent	<b>1,466</b>	1,292
IT and computer	<b>1,507</b>	796
Stowe Maries Cooperation	<b>199</b>	233
	<b>31,500</b>	34,232
<b>OTHER COSTS</b>		
Accountancy	<b>600</b>	600
AGM expenses	<b>646</b>	360
Depreciation	<b>142</b>	453
	<b>1,388</b>	1,413
<b>TOTAL RESOURCES EXPENDED</b>	<b>32,888</b>	35,645
<b>NET INCOMING RESOURCES FOR THE YEAR</b>	<b>9,383</b>	<b>6,975</b>