

Friends of War Memorials

Annual Report and Accounts

31 December 2002

Friends of War Memorials
4 Lower Belgrave Street
London SW1W 0LA

Registered Charity Number 1062255

FRIENDS OF WAR MEMORIALS

Legal and Administrative Details

Patron

The Countess Mountbatten of Burma CBE CD JP DL

Area Patrons

Wales	Maj-Gen the Reverend R M Llewellyn CB OBE
Northern Ireland	The Lord Molyneux of Killead KBE PC
Scotland	Lt-Gen Sir Norman Arthur KCB JP
England	General Sir Brian Kenny GCB CBE

Trustees

Winston S Churchill	President, Friends of War Memorials
J G Cluff	Chairman, Cluff Mining PLC
The Lord Cope of Berkeley	Member of the Shadow Cabinet. Ex Gunner
Jane Furlong	UK National Inventory of War Memorials (UKNIWM)
Nick Hewitt	Former Coordinator of the UKNIWM
Meg Hillier	Member of The Greater London Assembly
Douglas Johnston	Former Treasurer of FoWM
The Hon Tim Lewin	Business Development Specialist for the Former Soviet Union
Peter McCormick, OBE	Senior Partner, McCormicks Solicitors - Honorary Solicitor.
Tony Martin	Founder of the Scottish War Memorials Group
John Peat	Branch Manager, Royal Bank of Scotland Plc (FoWM Branch)
Val Ross	Consultant to Health and Local Authorities on community consultation, employee volunteering and charity fundraising.

Director General

Sir Donald Thompson

Treasurer

Roger Bardell (appointed Jan 03)

Registered Office

Friends of War Memorials
4 Lower Belgrave Street
London SW1W 0LA

Bankers

Royal Bank of Scotland Plc
4 Elgin Avenue
Harrow Road
London W9 3QR

Honorary Auditors

To be confirmed

Staff

Maggie Goodall	Conservation Officer and Newsletter Editor
Jill Jokel	Head of Fundraising (appointed Jan 03)
Frances Moreton	Administrator (appointed Jan 03)
Jo Talbot	Accounts Manager (appointed Jan 03)

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Web: www.war-memorials.com

Friends of War Memorials

Report to the Trustees

Sir Donald Thompson presents his report, together with the financial statements, for the year ended 31 December 2002.

Objects and Principal Activities

As stated in the Governing Document of the charity, dated 7 May 1997, the objectives of the charity are to educate and inform the general public about the significance of War Memorials as part of our national heritage and fostering cultural appreciation and good citizenship by remembering those who have fallen in war by encouraging the preservation and maintenance of War Memorials.

In accordance with these aims, the charity exhibits at relevant events and shows within the United Kingdom, largely where show organisers waive their fees. The charity works closely with English Heritage in running their War Memorial Grant Scheme in England, which gives grants to memorials that are Grade II listed and in a Conservation Area. In addition, FoWM's own Small Grants Scheme provides grants of up to £250 for War Memorial projects.

A huge amount of advice is also given in response to general and specific enquiries from interested parties, such as ad hoc committees, individuals, parish councils and many more, regarding War Memorials; their preservation, restoration and conservation or even new memorials.

Review of the Year

The Charity had 1297 members at 31 December 2002 (2001:1216). An increasing number of members are opting to pay subscription through standing order; which reduces costs for the Charity. Around 200 of these members are also registered as Regional Volunteers and many attended the first Regional Volunteers Seminar held at the Imperial War Museum, Lambeth in September 2002.

The English Heritage Grant Scheme for War Memorial Repair and Conservation, administered by FoWM's Conservation Officer, has continued to expand. In the financial year 2002, 19 grants were made for a total of £31,889, with two further payments to be made once confirmation of the total cost of those projects is received (2001: 19 projects totalling £40,239). FoWM has found that applications for this grant scheme are continuing at a steady rate. Applications are increasingly successful because more are eligible and applicants are providing higher quality information upon which decisions are made. It is worth noting that the amount spent through the English Heritage scheme is dependent upon the cost of projects applied for, as grants are given at a standard 50% rate of eligible costs, up to a maximum grant of £10,000. For example in 2001 there were 4 grants at £5,000 whereas during 2002 there was only 1.

During 2002 the FoWM Small Grants Scheme was supported by The Clothworkers Foundation, The Halifax plc, The Dulverton Trust and, a £2,000 gift from The Mercers Company. £12,360.41 of these funds were allocated to 52 projects, of which £5,860.41 has thus far been paid out (2001: 42 projects received £6,725.26). The division between monies allocated and paid out is due to a change in the grant scheme application process; the criteria now require a grant application to be made in advance of any work commencing, and payment is made to the applicants on completion. FoWM was also involved in several special projects, enabling it to give donations and grants on a larger scale. These have included £500 to the Animals in War Memorial Fund, £1,000 to the Commonwealth Gates and £5,405 to be given to the Canadian Memorial in Green Park. Increasingly monies are being filtered through FoWM for specific projects, those donating request that we pass their gift onto a particular memorial. As the Charity becomes more widely known general enquiries have steadily risen – these are difficult to quantify in terms of numbers of projects assisted, cost and time but constitute an increasing demand on staff time.

We are very grateful to the Royal British Legion, who in their November mail shot to their branches included a questionnaire from FoWM, asking for information about the state of each branch's local war memorial(s). From the 1500 questionnaires distributed, 681 responses were received of which 139 were followed up (as of Feb 2003 – these figures have all subsequently increased). The information received has been processed onto our own war memorials database, and has also been forwarded to the UK National Inventory of War Memorials to fill any gaps on their database. It has also brought to the charity's attention a number of memorials that may require our assistance, and in return has further publicised the work that we do.

Our AGM was held on Somme Day – 1 July 2002 – and was preceded by a moving Ceremony at the Cenotaph, where wreaths were laid by Winston Churchill, General Sir Brian Kenny (England patron) and Mr Fred Bunday, a veteran of both the First and Second World Wars. The ceremony was attended by more than 40 members of the Charity, and we were grateful to Westminster Police for their support, including stopping the traffic along Whitehall for the one-minute's silence to remember all those who fell on the first morning of the Battle of the Somme on 1 July 1916.

The FoWM Newsletter is going from strength to strength. The 16-page format envisaged as a one off special for the fifth anniversary attracted sponsorship enabling it to continue into 2003. It is a valuable tool for communicating successes and projects from around the country and raising the profile of the charity.

One of the highlights of the year was an excellent article in The Daily Telegraph at the beginning of July, which was accompanied by an editorial comment. This brought in literally hundreds of letters – many with donations, and went quite some way to ensuring that 2002 was the best fundraising year the charity had since its inception in 1997.

Our Fundraising and Events Manager was very busy again in 2002, and attended more than 60 events and shows. The roadshow continues to develop nationwide, from small local events, such as Shropshire Family History Fair and Nunhead Cemetery Open day, to major national shows, such as Crufts at the NEC and the Caravan and Outdoor Leisure Show at Earls Court. Our presence at such events was a tremendous help in promoting the charity's existence, objectives and achievements. Without the support of event organisers, who provide charity stand space, and our dedicated Regional Volunteers and Members, who help or co-ordinate displays, it would not be possible to spread the word about FoWM, and we thank them for all their work. FoWM continued to work alongside the team from the Department of Printed Books at the Imperial War Museum and the UK National Inventory of War Memorials – including a Family History Marquee at Duxford in September and Remembrance Weekend at the Imperial War Museum North. Attending events such as country fairs and the Duxford Air Shows continue to generate interest, they enable FoWM to explain to people the issues and problems faced, offer advice and resolve confusions such as the difference between the Commonwealth War Graves Commission and FoWM. During 2002 it was reported that a number of people visited stands to let us know they had joined us after seeing the charity in 2001, or they had been to check their local war memorials. So as we continue to spread the message, it is good to know it is being heard.

The Charity is grateful to the Linbury Trust from whom they received a generous donation of £50,000 as a contribution to the development appeal.

The Charity saw a number of staff changes through 2002 and an office move to rooms upstairs from their previous base. This was achieved with the assistance of the Grosvenor Foundation. Sadly two staff moved on from FoWM, but everyone would like to thank Niki Pratt and Amy Flint for all the work they did in raising the profile and professionalism of FoWM.

Income and expenditure in 2002 gave rise to a surplus in the year of £92,176 (2001: deficit of £13,378). At the end of the year Friends of War Memorials has accumulative surplus of £94,501.

Friends of War Memorials

Statement of Financial Activities

Year ended 31 December 2002

	note	Unrestricted Funds	Restricted Funds	2002	2001
Incoming Resources					
Membership Fees		30974		30974	25357
Donations, Legacies and similar incoming resources		153809	22270	176079	130072
Grants from public bodies	1		36642	36642	25812
Interest receivable		1068		1068	251
Total incoming resources		185851	58912	244763	181492
Resources expended					
Direct charitable expenditure:					
Grants appropriated	2		15950	15950	39159
Support costs	3	49220	36454	85674	40276
		49220	52404	101624	79435
Other expenditure:					
Fundraising and publicity	3	22573		22573	61317
Management and administration	3	28390		28390	54118
Total resources expended		100183	52404	152587	194870
Net incoming / (outgoing)					
Resources before transfers		85668	6508	92176	(13378)
Transfers between funds	6	(10260)	10260	0	0
Net movement in funds for the year		75408	16768	92176	(13378)
Fund balances at start of year		1325	1000	2325	15703
Fund balances at end of year	6	76733	17768	94501	2325

Friends of War Memorials

Income and Expenditure

			Year ended 31 December 2002	2001
	note		2002	2001
Incoming resources				
Membership fees			30974	25357
Donations, Legacies and similar incoming resources			190452	129489
Grants and donations for redistribution			22270	26395
Interest receivable			1068	251
			244763	181492
Grants appropriated	2		15950	39159
Resources expended				
Staff costs	3		91308	107613
Depreciation	3		158	1294
Other operating charges	3		45171	46804
Surplus/(Deficit) of income over expenditure			92176	(13378)

These financial statements were approved by the Trustees on 1 July 2003, and were signed on their behalf by:

Mr. A. J. Clift
Chairman of Trustees

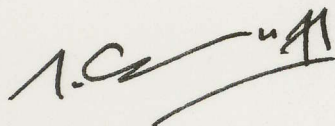
Friends of War Memorials

Balance Sheet

Year ended 31 December 2002

	note	2002	2002	2001	2001
Fixed assets					
Tangible assets	4		473		630
Current assets					
Debtors		0		2206	
Cash at bank and in hand		100529		11989	
		<u>100529</u>		<u>14195</u>	
Creditors					
Amounts falling due within one year	5	6500		12500	
Net current assets			94029		1695
Net assets			94502		2325
Funds					
Restricted			18268		1000
Unrestricted			76234		1325
			<u>94502</u>		<u>2325</u>

These financial statements were approved by the Trustees on 1 July 2003, and were signed on their behalf by:



Mr Algy Cluff
Chairman of Trustees

Friends of War Memorials

Notes on the Financial Statements

1. Grants from Public Bodies

During the current year, the Charity received £29,142 (2001: £25,812) from English Heritage, being 75% of the costs of The Conservation Officer. The remaining 25%, £7,500 was received from Clore Duffield.

A £5,000 donation from Halifax plc was received for the Small Grants scheme.

2. Grants Appropriated

The Small Grants scheme awarded grants totalling £12,360.41 to 52 projects. (2001: £6,725.65, 42 projects).

Other grants in this year, totalling £3,590, were awarded and included £1,000 to the Royal Naval Division Memorial, £500 to the Animals in War Fund and £1,000 for the Commonwealth Gates.

Funds raised this year included £5,405 for the Canada Memorial and £4,065 for a memorial at Greenwich.

3. Total Resources Expended

	Staff Costs £	Depreciation £	Other Costs £	2002 £	2001 £
Direct Charitable Expenditure			15950	15950	
Support Costs	54381	-	31293	85674	40276
Fundraising and Public awareness	15713	-	6859	22573	61317
Management and Administration	21213	158	7019	28390	54118
	<u>91308</u>	<u>158</u>	<u>61121</u>	<u>152587</u>	<u>155711</u>
Staff Costs				£	£
Wages and Salaries				81035	97809
Social Security Costs				6493	6304
Other Pension Costs				3780	3500
				<u>91308</u>	<u>107613</u>

Support costs represent costs incurred directly in support of expenditure on the objectives of the charity.

No employee earned £50,000 or more in the year. No Trustee received any remuneration for their work on behalf of the charity.

The charity contributes to a personal pension plan on behalf of one employee. The assets of the plan are held separately from the assets of the charity, being invested with insurance companies. There were no outstanding contributions at the year-end.

The average number of persons employed by the charity, analysed by function was:

	2002	2001
Direct Charitable Expenditure	2	1
Fundraising and Publicity	1	1
Management, Administration and Development	1	2
	<u>4</u>	<u>4</u>

Sir Donald Thompson is not employed by the charity, but receives a monthly Honorarium, which has been included in staff costs.

4. Tangible fixed assets

	Equipment and Fittings	
	2002	2001
Cost		
At Start of Year	3881	3,627
Additions		254
At End of Year	<u>3881</u>	<u>3,881</u>
Depreciation		
At Start of Year	3251	1,957
Charge for the Year	157	1,294
At End of Year	<u>3408</u>	<u>3,251</u>
Net Book Value	<u>473</u>	<u>630</u>

5. Creditors

At 31 December 2002 £6,500 was outstanding in unpaid Small Grants.

6. Income funds

	At start of Year	Incoming Resources	Outgoing Resources	Transfers Between Funds	At End Of Year
Restricted					
Small Grants Scheme	0	7000	12360	9100	3740
RND Fountain	1000	0	1000	0	0
Conservation Officer	0	36642	38544	4775	2873
Canada Memorial	0	5405	0	0	5405
Greenwich Memorial	0	4065	0	(4065)	0
Poplar	0	0	0	250	250
Art Competition	0	0	0	200	200
Quedgley	0	5300	0	0	5300
Animal Memorial	0	500	500	0	0
	1000	58912	52404	10260	17768
Unrestricted					
Grants	1115	0	0	(1115)	0
Administration	211	185851	100183	(9145)	76734
	1326	185851	100183	(10260)	76734