CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A Independent Examiner's Report

Report to the trustees

Charity Name: THE HARRY SUNLEY MEMORIAL PROJECT

On accounts for the year ended 31/3/2026

Charity no (if any) 1166561.

Set out on pages (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and basis of report

As the charity's trustees, 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 Trust'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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete* [ ] *if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of 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.

** Please delete the words in the brackets if they do not apply.*

Signed: [signature] **Date:** 22/9/2026

Name: JOE CARTER

Relevant professional qualification(s) or body ICAS

(if any):	
Address:	38 STATION ROAD KENILWORTH WARWICKSHIRE CV8 1JD

Section B	**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.	

CHARITY COMMISSION FOR ENGLAND AND WALES

Harry Sunley Memorial Project

Receipts and payments accounts

CC16a

For the period from 01/04/2025 To 31/03/2026

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	2,291		-	2,291	1,995
Fund Raising	858		-	858	1,074
Bank Account Interest	32	-	-	32	30
	-	-	-	-	
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
***Sub total** (Gross income for AR)*	3,181	-	-	3,181	3,099
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	3,181	-	-	3,181	3,099
A3 Payments					
Shelving	0	-	-	-	387
Paint	0	-	-	-	75
Insurance	243	-	-	243	234
Transfer to KAAC	0	-	-	-	11
Paid help	720	-	-	720	0
transfer to KAACGatehouse Items	215	-	-	215	0
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	1,178	-	-	1,178	707
A4 Asset and investment purchases. (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	1,178	-	-	1,178	707
Net of receipts/(payments)	2,003	-	-	2,003	2,392
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	8,438	-	-	8,438	5,360
Cash funds this year end	10,441	-	-	10,441	7,752

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Barclays Bank	10,441	-	-
			-	-
		-	-	-
	Total cash funds (agree balances with receipts and payments account(s))	10,441	-	-

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Octagonal Table		2,764	
	Spotlights		78	
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
	M.J.Bates	MARILYN BATES	22/9/26

Trustees' Annual Report for the period

From	Period start date	To	Period end date
	01 April 2025		31 March 2026

Section A Reference and administration details

Charity name	The Harry Sunley Memorial Project
Other names charity is known by	HSMP
Registered charity number (if any)	1166561
Charity's principal address	Tree Tops
	21 Manor Road
	Kenilworth
	Postcode CV8 2GJ

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Joanna Illingworth	Chair		Kenilworth Abbey Advisory Committee
2	Mervyn Kimberley	Vice Chair		Kenilworth Abbey Advisory Committee
3	Marilyn Bates	Hon. Secretary / Treasurer		Kenilworth Abbey Advisory Committee
4	Margaret Kane			Kenilworth Abbey Advisory Committee
5	John Oakley			Kenilworth Abbey Advisory Committee
6	Richard Gillard			Kenilworth Abbey Advisory Committee
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8				
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15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Independent examiner of accounts	Joe Carter	38 Station Road, Kenilworth, Warwickshire CV8 1JD

Name of chief executive or names of senior staff members (Optional information)

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document	Constitution
How the charity is constituted	Charitable incorporated organisation
Trustee selection methods	Trustees are appointed for a term of three years by Kenilworth Abbey Advisory Committee (KAAC). Currently they are all unpaid volunteers from the local community who are also members of the KAAC, a body which advises Warwick District Council on the maintenance and preservation of the scheduled monument.

Additional governance issues (Optional information)

The trustees met 6 times during the year 2025/2026 to conduct the general business of the charity, to receive reports and to supervise the activities of the HSMP's Fund Raising Committee.

The Charity was set up by Kenilworth Abbey Advisory Committee to enable it to carry out more effectively its role of promoting the improvement and use of the Abbey's Tantara Gatehouse. The trustees work closely with the full committee and also with Warwick District Council who are the owners of the scheduled monument of Kenilworth Abbey. All trustees give their time and expertise freely and do not receive any remuneration from the Charity. They are aware of the need to declare any potential conflicts of interest. To date none have arisen.

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The objects of the CIO are the advancement and education for the public benefit by:

- The preservation, enhancement and improved access to the existing buildings and the ruins which form part of the historic 'Tantara' Gatehouse of the Abbey of St. Mary the Virgin, Kenilworth.
- The preservation and display of artefacts of the Kenilworth Abbey site.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

In accordance with the charitable objectives of the HSMP the Trustees have taken the following steps towards getting the Tantara Gatehouse into a condition which permits public access:

- Octagonal Table for display built in 2018, the base of which was constructed in the south chamber and covered for protection.
- Use of Monk's Hole approved by the Diocesan Faculty and St. Nicholas' PCC in 2019.
- Mezzanine and shelving for displays built in 2020
- All required Bat surveys undertaken with AMPA resulting in the necessity for a mitigation scheme. Bat Licence not required.
- Major assessments of stones carried out and catalogued for future reference, the final one undertaken in 2023.
- All necessary approvals received from Historic England.
- As per a pre-agreed contract, the unwanted stones were buried in the Monk's Hole at St.Nicholas' Church, Kenilworth with valued assistance from Archaeology Warwickshire. This completed Phase 1 of the project in June/July 2023.
- Bespoke shelving was deemed too expensive and new stand-alone shelving has been bought and installed.
- The working parties were deemed successful and continued with the expertise of some very experienced helpers.
- The New Door has been commissioned (2025) and agreed by Historic England.
- WDC have agreed to put a power supply and lighting into the Gatehouse.

<u>During the past year</u>

- In the Gatehouse most stones have been placed in their display setting and their signage has been placed with laminated signs. The stones have been linked to the original inventory found in Leamington Art Gallery by one of our volunteers.
  The Archaeology team at Warwick University have been approached with the possibility of cleaning the compacted mud from the floor of the North Chamber.
- The Gatehouse was included in a virtual reality project (Kenilworth Revealed) instituted by the then Mayor of Kenilworth.
- WDC has agreed to put power into the gatehouse meaning there will be electric lighting instead of battery powered.
- Scheduled Monument consent has been applied for and WDC informed the Trustees that Planning consent and Listed Building consent will also be required.

- Agreed Policies have been put in place.
- Bank Accounts have been moved to on-line banking which is working successfully.
- The Gatehouse has been added to the KHAS Licence for the Barn Museum. KHAS will take over the running of the Gatehouse once it is completed.
- Funds were raised by:
  creating and selling Christmas Cards
  requesting and receiving donations from local groups.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

All Trustees give their services for free.

Trustee Richard Gillard has made a significant contribution this year organising the working parties, buying hardware for the display units and maintaining them. Also finding volunteers with the necessary experience to identify and display the stones.

The trustees would like to sincerely thank the following volunteers for their invaluable contribution to the project. They have moved us on significantly.

Sonia Limbrick
Nick King
Aidan McRae Thomson: Aidan has been paid a small fee for his work.

Section D Achievements and performance

Summary of the main achievements of the charity during the year

The trustees held 6 meetings during the year 2025/2026, all face-to-face, to conduct the general business of the charity, to receive reports and to supervise the activities of the HSMP's Fund Raising Committee.

The working parties have moved the project on significantly, setting most of the stones in the places for display and created signage.

Scheduled monument consent has been requested for the new door.

Section E Financial review

Brief statement of the charity's policy on reserves	It is the Charity's policy to maintain a general reserve of £1000.
Details of any funds materially in deficit	

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about: • the charity's principal sources of funds (including any fundraising); • how expenditure has supported the key objectives of the charity; • investment policy and objectives including any ethical investment policy adopted.	

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	J. Illingworth	
Full name(s)	JOANNA MARY ILLINGWORTH	
Position (eg Secretary, Chair, etc)	CHAIR OF TRUSTEES	
Date	9th October 2026	