

THE ROYAL AERO CLUB TRUST LIMITED
REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2011

THURSDAY



THE ROYAL AERO CLUB TRUST LIMITED
INDEX TO THE FINANCIAL STATEMENTS

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2. Report of the Trustees and Directors Responsibilities
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7. Profit and Loss Account
(for Management Purposes Only)

THE ROYAL AERO CLUB TRUST LIMITED

INFORMATION SHEET

DIRECTORS	J Crocker F O Marsh P Crispin R J Poole A Dawrant R Dilworth D Hempleman-Adams D Bills (Appointed 22 March 2011)
SECRETARY	P Crispin
TRUSTEES	J Crocker F O Marsh P Crispin R J Poole A Dawrant R Dilworth D Hempleman-Adams D Bills (Appointed 22 March 2011)
REGISTERED OFFICE	Chacksfield House 31 St Andrews Road Leicester LE2 8RE
HONORARY REPORTING ACCOUNTANTS	Messrs. Jackson Feldman and Company Alexander House 3 Shakespeare Road Finchley London N31XE
BANKERS	C A F Bank Limited 25 Kings Hill Avenue West Malling Kent ME19 4JQ
REGISTERED NUMBER	3346344

THE ROYAL AERO CLUB TRUST LIMITED
REPORT OF THE TRUSTEES AND DIRECTORS RESPONSIBILITIES

Your directors submit their annual report on the affairs of the Trust together with the unaudited accounts for the year ended 31st December 2011

ACTIVITIES

The principal activities of the Trust are

- a. To advance the education of the public in all aspects of aviation particularly by the preservation and conservation of the collection of exhibits relating to flying and the history of flying in such ways as the Committee may from time to time determine,
- b To promote the development of young persons in achieving their full physical, intellectual, social and spiritual potential by participation in aviation related activities
- c To promote research into air sport and to publish the useful results of such research

STATE OF AFFAIRS

Your company made a surplus of £4822 (2010 £4151 surplus) before taxation

ALAN BRAMSON SCHOLARSHIP

Included in the surplus for the year ended 31st December 2011 was a donation made by the late Mrs M Bramson in respect of her husband, Mr Alan Bramson, of £10,000 The scholarship is for specific use and therefore shown separately I Reserves on note 4 The surplus as at 31st December 2011 was £9554

TRUSTEES

The Trustees and movements during the period in the membership are as shown on page 1

PAYMENTS TO TRUSTEES

No Trustee has received any remuneration in respect of their services to the Trust

REGISTERED CHARITY

The Trust is a registered Charity and its Charity Number is 3346344

DIRECTORS' RESPONSIBILITIES

Company law requires the Directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Company and of the profit or loss of the Company for that period. In preparing those financial statements, the Directors have

- selected suitable accounting policies and then applied them consistently,
- made judgements and estimates that are reasonable and prudent,
- stated that applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements,
- prepared the financial statements on the going concern basis

The Directors have ensured that proper accounting records have been kept which disclose with reasonable accuracy at any time the financial position of the Company to enable them to ensure that the financial statements comply with the Companies Act 2006 They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

Dated 24th July 2012

SIGNED ON BEHALF OF THE TRUST

SECRETARY
P CRISPIN

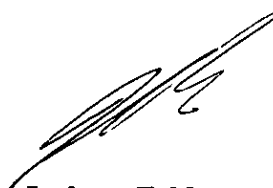
ROYAL AERO CLUB TRUST LIMITED
ACCOUNTANT'S REPORT TO THE MEMBERS
ON THE UNAUDITED ACCOUNTS OF ROYAL AERO CLUB TRUST LIMITED

In accordance with our terms of engagement and in order to assist you to fulfill your duties under the Companies Act 2006, we have compiled the financial statements of Royal Aero Club Limited for the year ended 31st December 2011, set out on pages 4 to 7, from the accounting records and information and explanations you have given to us

This report is made to the company's Board of Directors, as a body, in accordance with the terms of engagement. Our work has been undertaken so that we might compile the financial statements that we have been engaged to compile, report to the company's Board of Directors that we have done so, and state those matters that we have agreed to state to them in this report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Company and the Company's Board of Directors as a body, for our work or for this report

We have carried out this engagement in accordance with technical guidance issued by the Chartered Association of Certified Accountants in England and have complied with the ethical guidance laid down by the Institute relating to members undertaking the compilation of financial statements.

You have acknowledged on the Balance Sheet as at 31st December 2011 your duty to ensure that the company has kept adequate accounting records and to prepare financial statements that give a true and fair view under the companies Act 2006. You consider that the company is exempt from the statutory requirement for an audit for the year.



Jackson Feldman and Company
Alexander House
3 Shakespeare Road
Finchley
London N3 1XE

Dated 24th July 2012

THE ROYAL AERO CLUB TRUST LIMITED
PROFIT AND LOSS ACCOUNT
FOR THE YEAR ENDED 31ST DECEMBER 2011

		<u>2011</u>	<u>2010</u>
	<u>NOTES</u>	£	£
<u>INCOME</u>		16995	13016
Charitable Expenses		11839	8536
Administrative Expenses		694	448
		<hr/>	<hr/>
<u>NET SURPLUS</u>		4462	4032
Bank Interest Received		360	119
		<hr/>	<hr/>
<u>SURPLUS BEFORE TAXATION</u>	4	4822	4151
Corporation Tax		-	-
		<hr/>	<hr/>
<u>SURPLUS AFTER TAXATION</u>		4822	4151
		<hr/>	<hr/>

The notes on page 6 form part of these financial statements

The profit and loss account has been prepared on the basis that all operations are continuing operations

There are no recognised gains and losses other than those passing through the profit and loss account

THE ROYAL AERO CLUB TRUST LIMITED

BALANCE SHEET

AS AT 31ST DECEMBER 2011

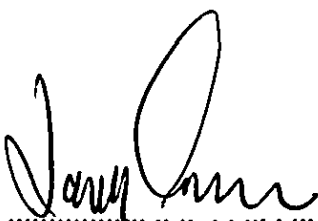
	<u>NOTES</u>	£	<u>2011</u> £	£	<u>2010</u> £
<u>FIXED ASSETS</u>					
Paintings			3065		3065
Silverware			20000		20000
Microfilm records in Manchester			570		570
			23635		23635
<u>CURRENT ASSETS</u>					
Debtors	3	115		110	
Cash at Bank		68015		63196	
			68130	63306	
<u>CREDITORS: Amounts falling due within one year.</u>					
Creditors		285		283	
<u>NET CURRENT ASSETS</u>			67845		63023
<u>TOTAL NET ASSETS</u>			91480		86658
<u>CAPITAL AND RESERVES</u>					
Retained Reserves	4		91480		86658

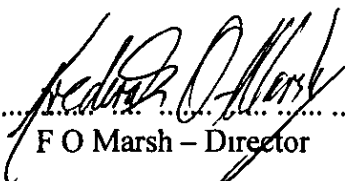
For the financial year ended 31st December 2011 the company was entitled to exemption from audit under section 477 Companies Act 2006 No member of the company has deposited a notice pursuant to section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the companies Act 2006 relating to accounts so far as applicable to the company

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime within Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008)

Approved the by Board for issue on 24th July 2012


.....
J Crocker - Director


.....
F O Marsh - Director

THE ROYAL AERO CLUB TRUST LIMITED
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2011

1 ACCOUNTING POLICIES

1a Accounting Convention

The financial statements are prepared under the Historical Cost Convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008)

- b Compliance with Accounting Standards. The financial statements are prepared in accordance with applicable United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), which have been applied consistently (except as otherwise stated)

2. INCOME

The income comprises of donations made (including tax recovered thereon) including those made to cover the cost of specific activities

3. DEBTORS

	£ <u>2011</u>	£ <u>2010</u>
	<u>General Funds</u>	<u>General Funds</u>
Amount due from Inland Revenue	115	110

4. RETAINED RESERVES

Retained Surplus Brought Forward	76656	82507
Surplus/(Loss) for the Year	5270	(5851)
Retained Surplus Carried Forward	<u>81926</u>	<u>76656</u>

5 SPECIFIC RESERVE

ALAN BRAMSON SCHOLARSHIP

A bequest was made by Mrs. M Bramson as a specific legacy and therefore is shown as a specific reserve fund.

	<u>2011</u>	<u>2010</u>
Legacy Received	-	10000
Retained Surplus Brought Forward	10002	-
Interest Received	52	2
Bursary Granted in 2011	(500)	
Deficit for the Year	<u>(448)</u>	<u>2</u>

6. Retained Surplus Going Forward

<u>9554</u>	<u>10002</u>
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7 SHARE CAPITAL

The Company does not have any share capital but is incorporated under the Companies Acts with liability limited by guarantee.

- 8 The Trust is committed to 2 bursaries amounting to £1150 in 2012 that were not paid in 2011.

THE ROYAL AERO CLUB TRUST LIMITED
PROFIT AND LOSS ACCOUNT
FOR THE YEAR ENDED 31ST DECEMBER 2011

	<u>2011</u>	<u>2010</u>
	£	£
<u>INCOME</u>		
Donations and Grants Received	14866	2712
Income Tax Recoverable	129	304
Bursary Sponsorships, Net of Cancelled Bursaries	2000	-
Bramson Bequest Specific Funds	-	10000
<u>TOTAL INCOME</u>	<u>16995</u>	<u>13016</u>
<u>EXPENDITURE</u>		
<u>CHARITABLE EXPENDITURE</u>		
Website Design	82	-
Materials	-	26
Archive Valuation	1800	-
Conservation	2407	1010
Bursaries	7550	7500
	<u>11839</u>	<u>8536</u>
<u>ADMINISTRATIVE EXPENDITURE</u>		
Travelling Expenses	154	48
Stationery, Telephone and Postage	186	67
Insurance	285	283
Companies House filing fees	14	15
Subscriptions	35	35
Audit Letters	20	-
<u>TOTAL ADMINISTRATIVE EXPENSES</u>	<u>694</u>	<u>448</u>
<u>TOTAL EXPENDITURE</u>	<u>12533</u>	<u>8984</u>
<u>SURPLUS BEFORE INTEREST</u>	<u>4462</u>	<u>4032</u>
Bank Interest Received	360	119
<u>SURPLUS BEFORE TAXATION</u>	<u>4822</u>	<u>4151</u>
Corporation Tax	-	-
<u>SURPLUS FOR THE YEAR AFTER TAXATION</u>	<u>4822</u>	<u>4151</u>
<u>RETAINED SURPLUS BROUGHT FORWARD</u>	<u>86658</u>	<u>82507</u>
<u>RETAINED SURPLUS CARRIED FORWARD</u>	<u>91480</u>	<u>86658</u>

THE ROYAL AERO CLUB TRUST



Advancing the cause of air sport and aviation

Reply to

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ROYAL AERO CLUB TRUST ANNUAL REPORT FOR 2011

INTRODUCTION

The Royal Aero Club Trust was founded as a Charity in 1998. The Trust has two principal objectives:-

- (i) The conservation of the collection of memorabilia of the Royal Aero Club of the United Kingdom (RAeC) and the dissemination of its contents to a much wider public
- (ii) Promoting the development of young people by helping them achieve their physical, social and spiritual potential through participation in air sports and aviation related activities. Full details of the Trust activities can be found on its website www.royalaeroclubtrust.org

PERIOD COVERED BY THIS REPORT

This report covers the period from 1st January 2011 to 31st December 2011

PUBLIC BENEFIT SUMMARY

The records and artefacts in the conservation programme are available to all members of the public seeking further information from the archives of the RAeC through an application to the Trust or to the Royal Air Force Museum Hendon. Copies of specific records are available for a small fee. Historical records and aviation records are available through the Trust's website and search engine.

The Flying for Youth programme grants a number of bursaries each year, which are available to applicants providing those applicants raise a sum equal to the bursary from their own resources or through their own efforts.

Registered Office

Kimberley House, Vaughan Way, Leicester LE1 4SG

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www.royalaeroclubtrust.org

The Royal Aero Club Limited. A company limited by guarantee.
Registered in England No 3346344 Registered Charity No 1068451

The new online search facility which has been developed is now available at www.royalaeroclubcollection.org The Minute Books dating back 100 years and featuring names such as Lord Brabazon of Tara and Charles Rolls the joint founder of the Rolls Royce motor car Company have been scanned and digitised This enables them to be searched online whilst at the same time preserving the originals

THE ROYAL AERO CLUB OF THE UNITED KINGDOM

THE ROYAL AERO CLUB COLLECTION

GENERAL

The collection includes more than 900 files (500 boxes) of archival material including albums, books, publications and reference works, Aviators' Certificates (dating back to pre WWI), more than 70 paintings and sculptures and numerous items of historic silverware The collection is a significant part of the United Kingdom's 19th and 20th Century aviation heritage and continues to grow. During the course of the year new and valuable artefacts have been discovered

The most valuable items are kept at the RAF Museum Hendon but some are also held at other locations including the Museum of Science & Industry, Manchester. Some items are on public display and others are stored in secure conditions

The conservation of the Collection and its continuing maintenance is as in previous years a cause for concern to the Trustees and the RAeC who recognise its National importance and the responsibility we owe to future generations, not just to aviators but the public at large. As in previous years the Trust has achieved much in the conservation and preservation of the Collection. This would not have been possible without the support of our Benefactors and the unpaid Trustees and their unpaid volunteers.

The Trust has during the year been in negotiation with the RAeC with a view to the Club gifting its entire Collection to the Trust so as to ensure its safekeeping for future generations. It is anticipated that the transfer will be completed by early 2012

PAINTINGS and SCULPTURES

The catalogue of all RAeC paintings and sculptures prepared over several years continues to be updated by Trustee, Dick Poole, to whom the Trust is extremely grateful. This catalogue is published on the Trust website and is worthy of an inspection

CUPS, TROPHIES and SILVERWARE

As stated previously the Trust's catalogue of all RAeC cups, trophies and silverware has, as previously reported, been completed and continues to be updated and maintained The catalogue enables the Trust to identify those items which are in need of conservation and

repair. Due to limited funds the Trustees follow a careful selection process so as to prioritise the items in most need of conservation and/or restoration.

Although referred to in previous reports it is worth mentioning again that the Club owns and has on display at the RAF Museum, Hendon the '1st Aero Club Cup' This was the very first aviation trophy to be presented in the World. It was awarded to the winner of an Air Race in London in 1906 As before, this quite amazing trophy will also be on public display at major aviation events throughout the U K

ROYAL AERO CLUB AVIATORS' CERTIFICATES

As followers of aviation history will know, until 1950 the RAeC and not HM Government issued civilian pilots with their flying Certificates (Licences) The Trust maintains approximately 28,000 index cards and 34 photograph albums of aviators who were issued with their flying licences by the RAeC from 1910-1950 As well as civilian pilots the RAeC issued the very first licences to military and naval pilots

The first Aviator's Certificate was awarded by the RAeC more than 102 years ago on 8th March 1910.

The Trust must once again thank Cross & Cockade International and its volunteers for their continued support with unlimited research on behalf of the Trust and the RAeC

THE RAeC ARCHIVES and VOLUNTEERS

The Trust continues to receive outstanding support from its unpaid volunteers.

These volunteers ably led by Trustee Andrew Dawrant spend many thousands of hours preserving and conserving historical records These records are absolutely vital for the Nation and for future generations. The volunteers have the thanks of the Trust for this vitally important work which would otherwise be beyond the financial means of the Trust The Council of the RAeC repeatedly records its gratitude to the Trustees, the Trusts Management Committee and the Volunteers

Thanks must again go to the Royal Air Force Museum Hendon, its Director General, Air Vice-Marshal Peter Dye (Retired), and Staff for its and their invaluable contribution to storage, display and conservation of important historical records Also for invaluable advice freely given

The magnitude of the tasks facing all volunteers cannot be overstated It will still take several years to complete the current projects. These projects could not be carried out at all if they had to be undertaken on a commercial basis

There is attached to this Report an Appendix itemising the additional work carried out during the year

PRESS OFFICER

Kayt Peters joined the team as Press Officer and has operated to great effect with member organisations of the RAeC and with newspapers local to the Trust's bursary winners. She has produced some excellent publicity for the Trust and it is expected that this will result in even greater public interest in both the bursary programme and the RAeC archives in the years to come.

BRITISH AVIATION PRESERVATION COUNCIL

The Trust is a member of the British Aviation Preservation Council, an organisation "linking national, local authority, independent and service museums with private collections, voluntary groups and other organisations in the advancement of aviation preservation"

CONSERVATION OF UNIQUE ITEMS

The Trust continues to thank the Museum of Science & Industry Manchester for storing free of charge security copies of Archival Microfilm in temperature controlled conditions. This results in the microfilm being preserved for the next 250 years.

THE FLYING FOR YOUTH PROGRAMME

FLYING BURSARIES

During 2010 the Trustees awarded flying bursaries to young people to assist them to progress from a basic level in their chosen air sport to a higher level of skill and competence. In addition to the bursaries funded by the Trust itself, the Trust awards bursaries sponsored by The Royal Aeronautical Society. Also in particular the Trust thanks Peter Cruddas CRAeC, Dr Brian Bramson and Mr John Downer for their financial and other support which has led directly to the preservation of important parts of the Nations aviation heritage and has directly supported Flying Bursaries. Indeed the improved finances of the Trust, referred to earlier, enabled it to award no fewer than 24 bursaries in 2011. Although thanks to our Bursaries Manager, Mr David Bills, have been given elsewhere in this report, I am pleased to announce that Mr Bills has been appointed a Trustee.

FLIGHT SIMULATOR BURSARIES AWARDED TO PERSONAL COMPUTER PILOTS

A major objective of the Trust is to encourage young people to become involved in all forms of recreational and leisure activities in the air including air sport. Many young people still perceive air sport and its related leisure activities to be expensive and elitist and consequently an adventure activity beyond their wildest dreams. To dispel this perception the Trust offers bursaries to qualified PC pilots to provide real or hands-on experience of flying as well as activities such as parachuting and designing, building and flying model aeroplanes and rockets.

Up to date information concerning the successful applicants who were awarded bursaries is displayed on the Trust's website.

OTHER ACTIVITIES

DISPLAY STANDS

As stated previously we continue to thank Air Vice-Marshal Peter Dye (Retired) (and the Trustees of the Royal Air Force Museum for the enormous support they provide. A major part of the Trust's collection of memorabilia, Trophies, etc. in addition to those of the RAeC, are on public display at the Museum and archived material can be accessed there.

FUND RAISING

A major and necessary task of the Trust is to raise funds for its various conservation, preservation and bursary projects. Fund-raising activities take a tremendous amount of time and energy. This is particularly so in the economic recession which has now continued for several years. The Trustees would like to pay tribute to and thank HRH The Duke of York for the time he gives as Patron of the Trust. This commitment by HRH has without doubt assisted in fund raising to a level against the national trend. This has placed the Trust in a more financially secure position than pre-recession.

In addition to the Benefactors previously mentioned, special thanks must go to the Royal Aeronautical Society for its continual financial support.

FRIENDS OF THE ROYAL AERO CLUB TRUST

It should be noted that our benefactors are not only corporate sponsors but also a number of individual Friends. A list of some of the sponsors and benefactors is displayed on the Trust website.

TRUST ADMINISTRATION, VOLUNTEERS and BENEFACTORS

In addition to the thanks previously expressed in this report the Trustees wish to place on record their thanks to the following -

Messrs Jackson, Feldman and Company the Trust's Honorary Reporting Auditors

The British Model Flying Association for permitting use of its Leicester offices as the Trust's Registered Office

The Director General and staff of the Royal Air Force Museum, Hendon

Mr David Tait for his work on the digitised images of the Frank Hedges Butler Albums so as to enhance the website with illustrations

Mr Franz la Rosée and Breitling for making their Boardroom available free of charge to the Trust for meetings.

The Trustees are particularly appreciative of the generous donations from various benefactors without which the Trust could not continue its invaluable work

The Trustees widened the search for a volunteer Webmaster but by the year end this search had proved unsuccessful. As a result thanks must go to Lucy Smeaton who has continued to assist as webmistress despite her retirement from that position

All Trustees provide their time free of charge. The Trust does not have any paid employees

PATRON, TRUSTEE, COMMITTEE MEMBERS and OTHER INFORMATION

Patron. HRH The Duke of York, KG, KCVO

President Frederick Marsh

Vice-Presidents Lord Stevens of Kirkwhelpington and Franz la Rosée, CRAeC

At the end of 2011 the Trustees and Committee members were -

Chairman James Crocker

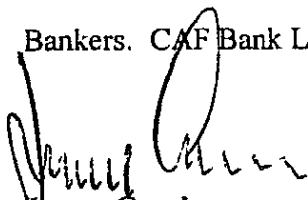
Hon Secretary and Treasurer: Peter Crispin

Trustees. James Crocker, Peter Crispin, Andrew Dawrant, Richard Dilworth, Frederick Marsh, Dick Poole and David Hempleman-Adams, David Bills

Other Committee Members: Air Vice-Marshal Peter J Dye, OBE, RAF, Kayt Peters (Press Officer).

Honorary Reporting Auditors Messrs Jackson, Feldman and Company

Bankers. CAF Bank Limited



James Crocker

Chairman - RAeC Trust

21st September 2012

Registered Office

Chacksfield House, 31 St Andrew's Road, Leicester, LE2 8RE

Tel 0116 244 0182 & 0116 244 0028

Fax 0116 244 0645

Royal Aero Club Trust website www.royalaeclubtrust.org

The Royal Aero Club Trust Limited is a company limited by guarantee

Registered in England No 3346344

Registered with Charity Commission No 1068451

ROYAL AERO CLUB

Main Archive Collection (900 files, 500 boxes)

- Stabilised
- Box listing on web-site (searchable)
 - Work in progress Systematically review contents of all remaining boxes, having completed about 90% of the work, including all items dated before WWI
- Photograph, postcard and press cutting albums have been identified and listed Further albums suitable for conservation have been conserved
 - Next step identify and list remaining ephemera (not files, not photographs, not albums), and prepare conservation plan (due February)
- Scanning and checking of 9,000+ photographs is now complete Scanning, checking, and correcting the postcards is now complete
 - Work in progress Scanning of photograph albums
- 1,200 early aviation photographs (pre First World War) have been uploaded onto "Picasa"

Bev Snook Collection (42 boxes)

- Stabilised
- Box listing completed
 - (Searchable) box listing added to web-site

Unnumbered Shelf Contents and Unprocessed Items (inc Memorabilia)

- Listed, but require numbering and filing

Albums

- Aviators' Certificates successfully launched on www.ancestry.co.uk
- Aviators' Certificate Albums. 34 (minus Vol 4 missing), plus Aeronauts/Airship Pilots album, conserved
 - PR campaign launched (in conjunction with www.ancestry.co.uk) to publicise missing photographs. in both family history and aviation publications Still bearing fruit
- Hedges Butler Albums 20 volumes conserved, 9 indexed
 - Now on hold, following retirement of Eric Grimes
- Grahame-White Albums 59 volumes conserved
- R L Preston Aviation Postcard Collection stabilised, scanned, and uploaded onto Picasa
- Committee Minute Books (1901 – 1956) 20 volumes conserved, and early hand-written Minutes typed and proof-read. The web-site at www.royalaeroclubcollection.org was successfully launched on 1 March 2011.
 - Proposal for revisions is due February
- Committee Minute Books (1956 – 1969)
 - Missing nothing found at the In & Out Club
- Committee Minute Books (1969 – 1987) 5 boxes stabilised and archived
- "Finding Aid" prepared that lists meeting dates and cross-refers to Aviators' Certificates
- "Finding Aids" prepared that cross-refer to Trophies and Medals, and to Fine Art
- Lloyds Aviation records from the 1920's of insured aeroplanes and pilots
 - Indexes for both volumes of data have been compiled

Valuation

- Bonham's valuation report delivered to, and accepted by, Trustees Copies filed with Registrar at RAF Museum
 - Submission to MoD on hold, pending resolution of transfer of ownership

**RAeC Council
Memorabilia Committee**

Action taken since last Council meeting

1. Nothing to Report

There is nothing significant to report on this occasion under the following headings, on which progress was previously reported:

- **Scanning of Photograph Albums** (continues as work in progress)
- **Display Cases** (require greater prominence at the RAF Museum)
- **Indexes to Frank Hedges Butler Albums** (on hold, as Eric Grimes has retired)
- **Collection review** (systematic review of the 900+ boxes in the main collection is about 90% complete and continues as work in progress)
- **"Missing" RAeC Minute Books** (nothing found at the Naval & Military Club)
- **"Missing" Volume 4 Aviators' Certificates** (publicity campaign successfully launched and still bearing fruit)

2. Valuation of RAeC Collection

Onward submission to MoD is on hold, pending resolution of transfer of ownership

3. Conservation

The 2012 plan for conservation is due for submission in February

4. RAeC Collection Web-site

The 2012 plan for revisions is due for submission in February.

5. Lloyds Aviation records

There are two volumes of Lloyds Aviation insurance records from the early 1920's – one for aeroplanes and one for pilots. Indexes of registration numbers and names, respectively, have been prepared, in order to make this valuable data more accessible.

6. Funding

2011 total donations of £502, mainly in respect of image rights, plus one-off donation of £3,019 \$5,000.

Enquiries Received and Answered by the Trust

Period	Via Trust's Web-Site	RAeC Direct	Collection Web-site	Other	Total
1 st quarter 2009	2	-	-	-	2
2 nd quarter 2009	4	2	-	-	6
3 rd quarter 2009	8	1	-	-	9
4 th quarter 2009	5	4	-	-	9
1 st quarter 2010	6	4	-	1	11
2 nd quarter 2010	7	2	-	3	12
3 rd quarter 2010	6	7	-	5	18
4 th quarter 2010	2	4	-	1	7
1 st quarter 2011	6	9	3	1	10
2 nd quarter 2011	3	7	2	5	17
3 rd quarter 2011	8	6*	7	1	22*
4 th quarter 2011	1	7	3	6	17

*adjusted

Royal Aero Club Collection
Progress Summary 31 December 2011

Name	Contents	Conservation	Digitisation	Indexation	Storage
Main collection	900 files 500 boxes	Stabilised Valuation completed, submission pending		Box listing Complete evaluation list Lloyds records indexed	
Bev Snook collection	41 boxes	Stabilised		Box listing	
Aviators' Certificates Albums, plus Aeronauts/ Airship Pilots' Album	34 (Vol. 4 missing)	Conserved	Done (ancestry com)	Done (ancestry com) PR campaign to find remaining Vol. 4 photos	Microfilm Hard Drive
Hedges Butler Albums	20	Conserved	On CD	9 done	Microfilm
R L (Mossy) Preston Aviation Postcard Collection	1,000+ in 11 Albums	Stabilised Conserved	Done	Uploaded to "Picasa"	
Grahame White Albums • American Tour • Press Cuttings • London to M/r Flight	14 38 7	Conserved			
C S R (Rolls) Aeronautics Albums	3	Conserved	On CD		
Other Albums	As listed	Stabilised Proposal due February for additional conservation	Scanning of photograph albums in progress	Listed	
Committee Minute Books • 1901 – 1956 • 1956 – 1969 • 1969 – 1987 • 1987 - date	20 Volumes Missing 5 boxes With RAeC	Conserved Nothing at In-and-Out Conserved	Web-site completed 1 March 2011 Update proposal due February		
Photographs	9,000+	Stabilised	Done	1,200 pre-WWI photographs uploaded onto "Picasa"	
Trophies & Medals/ Fine Art				Finding Aids	
Unnumbered Shelf Contents	As listed	Stabilisation required		Listed	