

**ESSEX SOCIETY FOR
FAMILY HISTORY**

FINANCIAL STATEMENTS

**FOR THE YEAR ENDED
31 MARCH 2024**

Charity No: 290552

P KITTLE FFA FIPA FFTA
Financial Accountant

ESSEX SOCIETY FOR FAMILY HISTORY**TRUSTEES**

Andrea Hewitt – Chair
 Toni Neobard – Vice Chair
 Jean Marc Bazzoni – Secretary Appointed 16.05.23
 Tanya Sewell – Treasurer
 Elizabeth Cox
 Meryl Rawlings
 Paul Stirland
 John Young
 Heather Feather
 Pauline Adlem
 Colleen Devenish
 Janice Sharpe
 Denise Somers
 Gillian Peregrine
 Mary Ann Rix – Resigned 21.10.23
 Trevor William Rix – Resigned 21.10.23
 Barbara Harpin – Resigned 21.10.23
 David Cooper – Resigned 21.10.23

PRINCIPAL OFFICE

ESFH Research Centre
 C/O Essex Record Office
 Wharf Road
 Chelmsford
 CM2 6YT

CHARITY REGISTRATION

290552

INDEPENDENT EXAMINER

P Kittle FFA FIPA FFTA
 Financial Accountant
 37 Fraser Close
 Chelmsford
 Essex CM2 0TD

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ESSEX SOCIETY FOR FAMILY HISTORY

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2024

The trustees present their report along with the financial statements of the charity for the period ended 31 March 2024. The financial statements have been prepared in accordance with the accounting policies set out on page 7 and comply with the charity's trust deed and applicable law.

Constitution and objects

Essex Society for Family History is constituted under a trust deed dated 24th September 1994, revised in minor respects on 20/9/97, 20/2/99, 20/9/03, 27/9/08 and 27/10/20 and 10/02/2024.

The charity's objects are to promote and encourage the public study of British Family History, genealogy, heraldry and local history with particular reference to Essex and to promote the preservation, security and accessibility of archival material.

Organisation

The trustees who have served during the period are set out on page 1. The trustees are elected from fully paid up members of the society. Members of the committee are subject to election or re-election at the Annual General Meeting for one year. The chairman shall be in office for not more than five consecutive years and must have a break of one year before seeking re-election.

Related Parties

The charity has a close relationship with The Federation of Family History Societies (FFHS). Details of the financial and other support provided by the Essex Society for Family History is detailed in note 6.

Reserves Policy

The charity's policy is to maintain sufficient reserves to cover its operational costs for at least the following 3 months. At the year end, the charity had more than sufficient reserves to comply with this policy. The level of reserves is kept under close scrutiny by the trustees.

Risk Management

The trustees have examined the major operational, strategic and business risks which the charity faces and confirm that appropriate systems are in place to mitigate the effects of these risks.

Public Benefit

The Trustees have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charities Commission. They have referred to the guidance in the Charity Commission's general guidance on Public Benefit when reviewing the Trust's aims and objectives and in planning future activities as demonstrated above.

ESSEX SOCIETY FOR FAMILY HISTORY

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2024

Trustee's responsibilities in relation to the financial statements

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial period, which give a true and fair view of the charity's financial activities during the period and of its financial position at the end of the period. In preparing those 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;
- State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They 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.

Approved by the trustees and signed on their behalf by:

Chair of trustees
Essex Society for Family History

INDEPENDENT EXAMINER'S REPORT TO
THE TRUSTEES OF ESSEX SOCIETY FOR FAMILY HISTORY

This report on the accounts of the trustees for the year ended 31 March 2024, which are set out on pages 5 to 12, is in respect of an examination carried out under Section 145 of the Charities Act 2011.

Respective responsibilities of the 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 of the Charities Act 2011 (The Charities Act) and that an Independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act.
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)9(b) of the Charities Act); and
- To state whether in particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with 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 explanations from the 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 Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

P Kittle FFA FIPA FFTA
Financial Accountant
37 Fraser Close
Chelmsford
Essex CM2 0TD

Date:

ESSEX SOCIETY FOR FAMILY HISTORY
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2024

	Notes	<u>2024</u> £	<u>2023</u> £
Incoming resources			
Subscriptions		19,860	21,980
Sales	1	378	197
Services supplied	2	41	146
Donations		2,921	1,905
Meetings in Essex	3	-	61
Interest received	4	2,275	946
Investment income		942	1,400
Royalties	5	3,232	2,403
Miscellaneous	6	1,095	3
TOTAL INCOMING RESOURCES		<u>30,744</u>	<u>29,041</u>
Resources expended			
Insurance		639	-
Merchandising	7	59	5
Society payments	8	-	1,026
Search and certificates service		-	33
Depreciation	9	722	631
Meetings in Essex	10	1,834	1,352
Hire of accommodation		2,640	3,116
The Essex Family Historian	11	7,656	7,631
Postage, telephone, printing & stationery		466	2,847
Donations (Victoria CH – Essex)		3,967	900
ESFH Award		1,000	1,000
Projects		1,575	-
Credit card charge (PayPal)		410	428
Internet/computer maintenance		220	393
Bank charges		76	125
Miscellaneous expenses		529	193
Website development		3,425	2,624
Travel		261	344
Zoom		144	768
		<u>25,623</u>	<u>23,416</u>
Examiners fees		1,451	906
TOTAL RESOURCES EXPENDED		<u>27,074</u>	<u>24,322</u>
Net income/(expenditure before gains & losses on investments		<u>3,670</u>	<u>4,719</u>
Net gains/(losses) on investment		5,824	(2,425)
NET SURPLUS FOR YEAR		<u>9,494</u>	<u>2,294</u>
CARRIED TO GENERAL FUND		<u>9,494</u>	<u>2,294</u>

The notes on pages 7 to 12 form part of these accounts

ESSEX SOCIETY FOR FAMILY HISTORY**BALANCE SHEET – 31 MARCH 2024**

	Notes	<u>2024</u>		<u>2023</u>	
		£	£	£	£
FIXED ASSETS	12		1,182		1,385
CURRENT ASSETS					
STOCK					
Library	11	2,568		2,995	
Books/CDs	5	331		390	
		<u>2,899</u>		<u>3,385</u>	
Investments	15	70,166		64,342	
Bank balances and cash in hand	13	62,460		61,305	
Debits & Prepayments		906			
		<u>136,431</u>		<u>129,032</u>	
CREDITORS and ACCRUALS					
Amounts falling due within one year					
Sundry creditors and accruals	14	11,779		(14,077)	
		<u> </u>		<u> </u>	
NET CURRENT ASSETS			124,652		114,955
NET ASSETS			<u>125,834</u>		<u>116,340</u>
REPRESENTED BY:					
GENERAL FUND - UNRESTRICTED					
Balance at 1 April 2023			116,340		114,046
Net Surplus for the year	15		9,494		2,294
Balance at 31 March 2024			<u>125,834</u>		<u>116,340</u>

Approved by the Committee of Trustees and signed on its behalf by:

Chair

Date of approval:

The notes on pages 7 to 12 form part of these accounts

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2024****1 PRINCIPAL ACCOUNTING POLICIES****Accounting convention**

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective March 2000). In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2005) issued in March 2005.

Fund accounting

The charity's unrestricted funds consist of reserves which the charity may use for its purpose at its own discretion.

Incoming resources

Donations, legacies and similar incoming resources are recognised at their full amount in the period in which they are receivable. Gifts-in-kind are included at a reasonable estimate of market value. When donors specify that grants and gifts be for particular purposes, the amount is included in the appropriate fund (see Fund Accounting above).

Resources expended

Resources expended are included in the Statement of Financial Activities ('SOFA') on an accruals basis, inclusive of any irrecoverable VAT. All costs have been directly attributed to one of the categories of the SOFA.

Management and administration costs are those costs incurred in running the charity as an organisation.

Tangible Fixed Assets

All assets or groups of similar assets costing £100 or more are capitalised at cost. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

The useful economic life of each class of assets is as follows:

Equipment 20% of cost.

Deferred Incoming Resources

Incoming resources received or receivable in the current accounting period but relating to the following one are recorded as "deferred income" and shown as creditors in the balance sheet.

Taxation

The Trust has charitable status and is afforded the tax exemptions set out in the Income Taxes Act 1988.

Stock

Stock has been valued by the Trustees and it has not been subject to external examination.

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2024****1 SALES**

	<u>2024</u>	<u>2023</u>
	<u>£</u>	<u>£</u>
Bookstall – books / cards	113	9
Postal – CDs	265	188
	<u>378</u>	<u>197</u>
	—	—

2 SERVICES SUPPLIED

Magazine advertising	41	108
ESFH courier & search service	-	38
	<u>41</u>	<u>146</u>
	—	—

3 MEETINGS IN ESSEX

Refreshments	-	61
	<u>-</u>	<u>61</u>
	—	—

4 INTEREST RECEIVED

Charity Aid Foundation	-	4
COIF Deposit	2,275	942
	<u>2,275</u>	<u>946</u>
	—	—

5 ROYALTIES

Find My Past	3,199	2,403
Parish Church	33	-
	<u>3,232</u>	<u>2,403</u>
	—	—

6 MISCELLANEOUS INCOME

Refreshments	406	-
Sundry Income	304	-
Entry – HQ	247	-
Entry – NE Branch	138	-
	<u>1,095</u>	<u>-</u>
	—	—

7 MERCHANDISING

Opening stock	390	395
Purchases	-	-
Closing stock at valuation	331	(390)
	<u>59</u>	<u>5</u>
	—	—

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2024**

	<u>2024</u> £	<u>2023</u> £
8 SOCIETY PAYMENTS		
Subscriptions payable - FFHS	-	847
Conference and fairs	-	179
	—	—
	-	<u>1,026</u>
	—	—
9 DEPRECIATION		
Depreciation - equipment	395	204
Library	427	427
	—	—
	<u>722</u>	<u>631</u>
	—	—
10 MEETINGS IN ESSEX		
Teas at meetings	-	130
Speakers at meetings	1,834	1,223
	—	—
	<u>1,834</u>	<u>1,352</u>
	—	—
11 THE ESSEX FAMILY HISTORIAN		
Printing	4,909	4,367
Postage	2,747	3,264
	—	—
	<u>7,656</u>	<u>7,631</u>
	—	—
12 LIBRARY		
Opening stock	2,995	3,414
Purchases	-	8
Depreciation of library stock	(427)	(427)
	—	—
Closing stock	<u>2,568</u>	<u>2,995</u>
	—	—
13 FIXED ASSETS		
	Equipment	
	£	
COST/VALUATION		
At 1 April 2023	13,349	
Additions	92	
	—	
At 31 March 2024	<u>13,441</u>	
	—	

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2024**

	<u>2024</u>
	<u>£</u>
DEPRECIATION	
At 1 April 2023	11,964
Charge for the year	295
At 31 March 2024	<u>12,259</u>
	————
WRITTEN DOWN VALUE	
At 31 March 2024	1,182
At 31 March 2023	<u>1,385</u>
	————

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2024****14 BANK BALANCES
CASH IN HAND**

	<u>2024</u>	<u>2023</u>
	<u>£</u>	<u>£</u>
Branches: Bank and Building		
Society accounts	1,471	1,040
Cash in hand	140	66
CAF – Current Account	6,004	5,554
CAF – Savings	46,824	38,799
COIF fund deposit Account	-	11,477
Co-Operative Bank	2,578	3,154
Paypal	5,443	1,215
	<u>62,460</u>	<u>61,305</u>

15 SUNDRY CREDITORS AND ACCRUALS

Accruals	3,373	5,127
Subscriptions paid in advance	8,406	8,950
	<u>11,779</u>	<u>14,077</u>

16 INVESTMENT

CCLA COIF Charities Investment Fund*		
(3036.06 Income Units @ 2043.26 per unit)**	62,035	56,885
(397.99 Income Units @ 2043.26 per unit)**	8,131	7,457
	<u>70,166</u>	<u>64,342</u>

*Purchased on 21/11/2013 under account no. 101410001T 3036.06 units in the COIF Charities Investment Fund Income Units at a total cost of £35,000.00.

Purchased 02/07/2015 under account no. 101410001T – 397.99 units in the COIF Charities Investment Fund Income Units at a total cost of £5,000.00.

** Selling price valuation at 31/03/2024

17 NET SURPLUS (DEFICIT) FOR THE YEAR

Headquarters		8,370	1,808
S.E. Branch	17	874	349
W. Branch	18	213	83
N.E. Branch	19	37	54
		<u>9,494</u>	<u>2,294</u>

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2024**

	<u>2024</u> <u>£</u>	<u>2023</u> <u>£</u>
18 SOUTH EAST ESSEX BRANCH		
INCOME		
Donations	464	745
Teas	324	-
Books	49	-
Raffles	255	-
Entrance Fees	344	-
Excess of income over expenditure	(873)	(349)
	<u>563</u>	<u>396</u>
EXPENDITURE		
Meetings in Essex (refreshments)	40	27
Speakers	400	-
Postage & Stationery	65	1
Hire of accommodation	-	30
Bank Charges	15	-
Miscellaneous	43	95
Payments to Head Office	-	243
	<u>563</u>	<u>396</u>
19 WEST ESSEX BRANCH		
INCOME		
Miscellaneous Income	-	15
Meetings in Essex	-	3
Entrance & Donations	344	131
Excess of income over expenditure	(213)	(83)
	<u>131</u>	<u>66</u>
EXPENDITURE		
Speakers	-	63
Postage, stationery etc	5	3
Refreshments	126	-
	<u>131</u>	<u>66</u>
20 NORTH EAST ESSEX BRANCH		
INCOME		
Donations	1	17
Meetings in Essex (refreshments)	64	46
Excess of income over expenditure	(37)	(54)
	<u>28</u>	<u>9</u>

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2024**

	2024 £	2023 £
EXPENDITURE		
Meetings in Essex (refreshments)	18	9
Speakers	10	-
Postage and stationery	-	-
Hire of accommodation	-	-
	<u>28</u>	<u>9</u>
	—	—