



# **Glamorgan Family History Society**

## **Unaudited Financial Statements to**

**31 August 2024**



**CHARITY REGISTRATION NUMBER: 1059537**



## **Trustees' Annual Report**

**Year ended 31 August 2024**

The Trustees present their report and the unaudited financial statements of the charity for the year ended 31 August 2024.

### **Reference and administrative details:**

<b>Registered charity name</b>	<b>Glamorgan Family History Society</b>
<b>Charity registration number</b>	<b>1059537</b>
<b>Principal office</b>	<b>United Kingdom</b>

### **The Trustees**

Susan Hamer (Chair)  
Nancy Thomas (Vice Chair)  
Anouska Osborne  
Guy Bevan (Treasurer)  
Billie McNamara  
Janet Neilson  
Penny Williams (Secretary)  
Jean Fowlds  
Pat Rees  
Ian Black  
Susan Tiller  
Carolyn Jacob  
Jane Jones  
Meic Jones

### **Independent Examiner**

Diana Hughes  
Charlton Baker  
130 High Street  
Marlborough  
Wiltshire  
SN8 1LZ

### **Structure, governance and management**

The Society is administered by the Executive Committee which consists of four elected Officers (Chairman, Vice Chairman, Secretary and Treasurer); five Executive Committee Members and six Branch Trustees. Branch Trustees are elected at the Branch Annual General Meetings. The Society Officers and Committee Members are elected at the Annual General Meeting. All Trustees hold office for one year only but can be re-elected. The four Society Officers can hold office for a maximum of five consecutive years.

The Executive Committee meets a minimum of four times a year in January, April, July and October. Additional sub-committees meet as required and report to the quarterly Executive Committee meetings.

### **Society's Objectives**

As a registered charity the main objective of the Glamorgan Family History Society is to encourage and stimulate research into genealogy and allied subjects with particular reference to the historic county of Glamorgan; to assist members in their private research; encourage the transcription and preservation of records of family history and the deposit of original documents of value in approved repositories; publish papers of genealogical value and interests; establish, to mutual advantage, relations with other organisations interested in genealogy and allied subjects; maintain a library and to publish a journal regularly.



## Trustees' Annual Report (continued)

**Year ended 31 August 2024**

### Achievements and performance

During the last financial year our Resource Centre at Aberkenfig opened two Wednesdays and one Saturday a month but received very few visitors. A different weekday will be trialled from January 2025. Some of our branches also report low attendance and have tried different times and days as well as external visits to stimulate interest. The Online Branch meetings via Zoom continued to be popular. Some of our Branch Committees, as well as the Resource Centre, are struggling to get volunteers, although the Society successfully fielded volunteers at the week-long Eisteddfod in Pontypridd in August as well as at the Family History Show in Malvern in March.

The income from the Membership Subscriptions was £18,292 (last year £16,409) an increase of £1,883. Many of the subscriptions are gift aided, totalling £1,633 (last year £1,577). Total primary income is £21,182 (last year £19,075). The secondary income, generated from the sale of the Society's publications and the royalties derived from the use of our online indexes on Find My Past, is £4,478 (last year £4,010). Total income from all sources was £25,659 (last year £23,086), an increase of £2,573.

The costs of producing the 500+ publications was £1,377, an increase of £408 from the previous year mainly due to the change to downloads. Journal costs of £7,433 have fallen by £434, reflecting reduced membership and more members opting for an online journal only.

The main expenses this year were:

Production of the Quarterly Journal	7,433
Rent and running cost of the Resource Centre	9,122
Support and Administration Costs	4,429
Others	6,808
Total	27,792

The annual accounts include the summaries of the Society's Branch Accounts and this year their combined net costs were £485.

Rental of the Resource Centre was £6,620 (last year £6,194), which is included in the Total Resource Centre costs of £9,122 (last year £8,947). Overall Support Costs of £4,429 (last year £5,154) were down by £725.

Our gross publication stocks stand at £14,008. This figure includes books for resale and our set of Master Copies. Further titles were made available for sale this year as downloads. The Society retains a provision of £2,000 against this Gross Stock Balance to allow for any future write-down of paper publications. The net stocks therefore stand at £12,008.

As in previous years we would encourage members to use the Society's online indexes on Find My Past, as that increases our income via royalties and help us to reduce financial and administrative costs by using the Society website to renew membership and by participating in the various projects to increase our resources. We would also ask those members who pay income tax to also consider gift aiding their membership subscription.

Development of the Society's website is being discussed by the Website team.

An annual deficit of £2,133 is shown in the Society's accounts. This negative result is principally due to expenses of attending the Eisteddfod (£2,241) and a bad debt provision (£697), partly offset by improved income.



## **Trustees' Annual Report (continued)**

**Year ended 31 August 2024**

### **Financial review**

Use of Reserves in the coming year:

In the short term – we will continue to:

- look at ways in which we can reduce our costs;
- review and audit the assets held both at the ARC and in Branches and write off and dispose of obsolete equipment on a regular basis;
- convert a selection of our current publications into downloadable formats. These are available via the Genfair website [www.genfair.co.uk](http://www.genfair.co.uk).
- Redevelop the website to include additional indexes and local resources to improve 'traffic' and engage both new and existing members.

In the medium term:

- Due to the need to renew the ARC lease in 2026 and anticipating a large increase in rent we will continue to review its purpose and use and identify and assess alternative premises.
- Due to the success of the Eisteddfod as regards the marketing of the Society plan to organise and attend face to face events such as local and national fairs.
- 

In the longer term:

- We will continue to seek different ways to raise awareness of the Society and the need for the involvement of the private sector, especially in the light of the contribution by the public sector in the libraries and museums being reduced:
- We will also consider the possibility that some of the Society's activities may need to be outsourced, at additional costs.

The trustees' annual report was approved on 29<sup>th</sup> January 2025 and signed on behalf of the board of trustees by:

A handwritten signature in black ink, appearing to read 'S Hamer', with a long horizontal flourish extending to the right.

Sue Hamer, Chairman



## Independent Examiner's Report to the Trustees of Glamorgan Family History Society

Year ended 31 August 2024

Report to the trustees of	Glamorgan Family History Society		
On accounts for the year to	31 <sup>st</sup> August 2024	Charity no	1059537
Set out on pages	Six to Sixteen Inclusive		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2024.

### 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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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.

Signed:

Date:

3 March 2025

Name:

Diana Hughes, Charlton Baker, 130 High Street  
Marlborough, SN8 1LZ

Professional qualification:

FCCA, FMAAT



Year ended

31 August 2024

See Note:

2024

2023

£

£

**Income and Endowments**

Donations and Legacies	4
Other Trading Activities	5

21,181
4,478

19,075
4,010

**Total Income**

**25,659**

**23,085**

**Expenditure**

Expenditure on raising funds:	
Costs of raising donations and legacies	6
Costs of other trading activities	7
Expenditure on charitable activities	8,9,10,11

3961
10,280
13,551

538
9,875
14,100

**Total Expenditure**

**27,792**

**24,513**

**Net expenditure and net movement in funds**

**-2,133**

**-1,428**

**Reconciliation of Funds**

Total Funds Brought Forward

73,487

74,915

**Total Funds Carried Forward**

**71,354**

**73,487**

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derives from continuing activities.

All Society Funds are Unrestricted.



## Statement of Financial Accounts

Year ended 31 August 2024

	See Note:	2024 £	2023 £
<b>Fixed Assets</b>			
Tangible Assets	13	688	70
<b>Current Assets</b>			
Stocks	14	12,008	12,931
Debtors	15	3,486	4,424
Cash at bank and in hand		57,057	57,599
<b>Total Current Assets</b>		72,551	74,954
Creditors: amounts falling due within one year	16	-1,885	-1,537
<b>Net Current Assets</b>		70,666	73,417
<b>Total Assets less Current Liabilities</b>		71,354	73,487
<b>Net Assets</b>		71,354	73,487
<b>Total Funds of the Charity</b>	17	71,354	73,487

These financial statements were approved by the Board of Trustees and authorised for issue and are signed on behalf of the Board by:

Penny Williams

Society Secretary

02.03.25



## Statement of Cash Flows

Year ended

31 August 2024

See Note:

2024  
£

2023  
£

### Cash Flows from operating activities:

Net Expenditure		-2,133	-1,428
Current Year Depreciation of Tangible Fixed Assets	10	70	70
Changes in:			
Stocks		923	274
Trade and other Debtors		938	120
Trade and other Creditors		348	899
<b>Cash Generated (Used) by Operations</b>		<b>146</b>	<b>-65</b>
Cash Flows from Investing Activities:			
(Purchase) / Disposal or Write-off of tangible assets	10	-688	0
Net Cash from Investments		-688	0
<b>Net increase / (decrease) in cash and cash equivalents</b>		<b>-542</b>	<b>-65</b>
Cash and Cash Equivalents Brought Forward		57,599	57,664
Cash and Cash Equivalents Carried Forward		57,057	57,599
<b>Cash Movement</b>		<b>-542</b>	<b>-65</b>





## **Notes to the Financial Statements**

**Year ended 31 August 2024**

### **1. General information**

The charity is a public benefit entity and a registered charity in England and Wales and is unincorporated. The address of the principal office is in the United Kingdom.

### **2. Statement of compliance**

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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 (FRS 102) (Charities SORP (FRS 102)) and the Charities Act 2011.

### **3. Accounting policies**

#### **Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

#### **Going concern**

There are no material uncertainties regarding the charity's ability to continue its activities.

#### **Judgements and key sources of estimation uncertainty**

There were no judgements, estimates or assumptions involved in the preparation of the financial statements other than those disclosed under the fixed assets policy note and under note 10 regarding a Stock Provision and a Provision for Doubtful Debt.

#### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future projects or commitment. Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal and fall into one of two sub-classes: restricted income funds or endowment funds.

The Society currently has no Designated or Restricted Funds. All Society Funds are Unrestricted.

#### **Incoming resources**

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity, it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:



## Notes to the Financial Statements *(continued)*

Year ended 31 August 2024

### 3. Accounting policies *(continued)*

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor, the estimated resale value, or if these cannot be easily assessed then income is recognised only on sale. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.
- Membership subscriptions are treated as a donation and accounted for when received.

### Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non- charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

### Tangible assets

All fixed assets are initially recorded at cost. Only items costing £100 or more are capitalised, with any items below that limit written off to P&L.

### Depreciation

Depreciation is calculated to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset at 20% per annum on a Straight-Line Basis.



## Notes to the Financial Statements *(continued)*

Year ended 31 August 2024

### 3. Accounting policies *(continued)*

#### Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

#### Stocks

Stocks are measured at the lower of cost and estimated selling price less costs to complete and sell. Cost includes all costs of purchase, costs of conversion and other costs incurred in bringing the stock to its present location and condition.



## Notes to the Accounts (Continued)

Year ended

31 August 2024

See Note:

2024  
£

2023  
£

### 4. Donations and Legacies

<b>Donations</b>			
Gift Aid Donations (incl Interest)		1,633	1,577
Non Gift Aid Donations		268	142
Donations via ARC		0	0
<b>Sponsorship/ Advertising Income</b>		0	75
<b>Subscriptions - Membership Fees</b>		18,292	16,408
<b>Other Donations and Legacies</b>			
Income from Branch Activities		988	873
Society Support Income		0	0
<b>Total Donations and Legacies</b>		<b>21,181</b>	<b>19,075</b>

A Gift Aid Claim included above of £1,633 covers the year ended 31st August 2024 (last year £1,577).



## Notes to the Accounts (Continued)

Year ended

31 August 2024

See Note:

2024

£

2023

£

### 5. Other Trading Activities

Merchandise Sales		2,994	2,506
Fairs Income		271	0
Royalties from use of Historic Records		1,141	1,267
ARC- Printing and Internet		72	76
SWAG		0	161
		<b>4,478</b>	<b>4,010</b>

### 6. Costs of raising donations and legacies

Room Hire		934	495
Other Sundry Costs		0	0
Grants to Branches		0	0
Speakers		785	43
Venue Hire Costs		0	0
Travel, Accommodation and sundry		0	0
Sundry Fair Costs		0	0
Eisteddfod Costs		2241	0
		<b>3960</b>	<b>538</b>

### 7. Costs of other trading activities

Merchandise Production costs		9,405	8,470
Shop Costs - other office costs		613	1,078
Website Costs		262	196
Society Library		0	131
		<b>10,280</b>	<b>9,875</b>

### 8. Expenditure on Charitable activities by fund type

Resource Centre	8a	9,122	8,947
Support Costs	8b	4,429	5,154
		<b>13,551</b>	<b>14,101</b>



## Notes to the Accounts (Continued)

Year ended

31 August 2024

See Note:

2024

2023

£

£

### 8a. Resource Centre Costs

ARC Rent		6,620	6,195
Computer Costs		1,620	1,721
Statutory Maintenance Checks		178	238
Telephone & Broadband (Incl Smarty mobile)		640	479
Other		64	314
		<b>9,122</b>	<b>8,947</b>

Computer Costs of £1,620 includes Zoom Licences of £487 in the current year.

### 8b. Support Costs

Mileage and Motor Expenses		170	138
General Office Costs		850	2,462
Insurance		1,274	1,249
Officer's Internet Costs	12	800	600
Fixed Asset Write-off	10&11	0	0
Annual Depreciation	10&11	70	70
Others		35	35
Debtor Balance Written Back		-67	0
Provision for Doubtful Debt (Merthyr Leisure Centre)		697	0
Independent Examination Fee		600	600
		<b>4429</b>	<b>5154</b>

### 9. Expenditure on charitable activities by type

	Resource Centre £	Support Costs £	
Activities Undertaken	9,122	4429	13551
			<b>14,101</b>

### 10. Net Expenditure

See Note:

Depreciation of tangible fixed assets.	8 & 8b	70	70
Change in Provision for Reduction in Stocks.	7	0	0
Fixed Assets Additions		688	0
Provision for Doubtful Debt.		697	0

In the current year No fixed assets were written off (last year nil). Depreciation in the current year includes an annual charge of £70. However, a recategorisation of £422 between Cumulative Depreciation and Fixed Assets is included to correct a previous error. This adjustment has no net effect on the Society's Accounts or Net Assets.

Provision for Doubtful Debt: In 2020 the Society paid £697 to Wellbeing Merthyr, being 50% deposit on the rent of a hall for a History Fair. The event was cancelled due to Covid. Up to and including last year's accounts the Society has been satisfied by correspondence that the amount would be repaid or compensated. In the current financial year, despite many attempts to gain repayment no response has been forthcoming. It is understood that Wellbeing Merthyr has had issues. Although the Society will continue attempting to resolve this it is deemed prudent to fully provide for a write-off of the pre-payment, which adversely impacts the Profit and Loss Account by £697.



## Notes to the Accounts (Continued)

Year ended 31 August 2024

	See Note:	2024 £	2023 £
11. Independent Examination Fee	8	600	600

12. Trustee Remuneration	8
--------------------------	---

£291 was paid to five Trustees to reimburse necessary general and travel expenses.

In addition, £800 was paid to five Trustees to cover broadband (Last Year a total of £600 to three Officers).

No remuneration, Honorariums or other benefits from employment with the Charity or any related entity were paid to the Trustees.

### 13. Tangible Fixed Assets

		Equipment £	Total £
<b>Cost</b>			
As At 1st September 2023		10,332	10,332
Additions / (Disposals)	10	688	688
Prior Year Adjustment		-422	-422
<b>At 31st August 2024</b>		<b>10,598</b>	<b>10,598</b>
<b>Depreciation</b>			
As At 1st September 2023		10,262	10,262
Prior Year Adjustment		-422	-422
Charge/ (Write-Back) for the year	10	70	70
<b>At 31st August 2024</b>		<b>9,910</b>	<b>9,910</b>
<b>Carried Forward</b>			
As At 1st September 2023		70	70
Net Prior Year Adjustment		0	0
Year's Additions, less Year's Depreciation	10	618	618
<b>At 31st August 2024</b>		<b>688</b>	<b>688</b>

### 14. Stocks

	2024 £	2023 £
Gross Finished Goods and Goods for Resale	14,008	14,931
Provision for Reduction of Stocks	-2000	-2000
<b>Net Finished Goods and Goods for Resale</b>	<b>12,008</b>	<b>12,931</b>



## Notes to the Accounts (Continued)

Year ended **31 August 2024**

		2024 £	2023 £
<b>15. Debtors</b>			
Trade Debtors		324	340
Prepayments and Accrued Income	Gift Aid	1,609	1,577
	ARC Rent	1,088	1,326
	Merthyr Leisure Centre	697	697
	Other Incl Insurance	465	524
Sub Total		4,183	4,464
Provision for Doubtful Debt	10	-697	0
Total Debtors		3,486	4,464
<b>16. Creditors: Amounts falling due within one year.</b>			
Accrued Costs		1,400	1,200
Other Creditors		485	337
		1,885	1,537
<b>17. Analysis of Charitable Funds</b>			
	B/F 01/09/2023 £	Income £	Costs £
			C/F 31/08/2024 £
Unrestricted Funds	73,487	25,659	27,792
			71,354
<b>18. Analysis of Net Assets Between Funds</b>			
		2024 £	2023 £
Total Fixed Assets		688	70
Current Assets		72,551	74,954
Current Liabilities		-1,885	-1537
Total Unrestricted Funds		71,354	73,487