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**Refreshingly
clear accounting**

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Our Ref: GLC/02110

4th April 2022

Dear Michael

Oxfordshire Victoria County History Trust

I enclose a signed copy of the accounts for the year ended 30 September 2021.

Best wishes

Yours sincerely

Graham

Partners: D J Pluck FCA, A E Haines FCA, G L Cole FCA,
S J Bates FCA CTA, A K Bahl FCA, L J Palmer FCA CTA,
R L Herbert FCCA, L J Baker FCA, A C Rodzynski FCA

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for a range of investment business activities by the Institute
of Chartered Accountants in England and Wales.

 **ICAEW**
CHARTERED
ACCOUNTANTS

OXFORDSHIRE VICTORIA COUNTY HISTORY TRUST

Report and Accounts

1 October 2020 - 30 September 2021

Introduction

1. This report and the accompanying receipts and payments accounts for the year ending 30 September 2021 have been prepared by the Oxfordshire Victoria County History Trust. The report and accounts are intended to help users understand what the Trust was set up to do, the resources available to it, how these resources have been used and what has been achieved as a result of its activities.

Objectives and Activities

2. The objectives of the Trust are to raise funds for the research, writing and publication of the remaining Oxfordshire volumes of the Oxfordshire Victoria County History (OVCH).
3. The VCH is a national project to publish a detailed history of every parish and town in the country. The research, writing and part of the publication costs of the Oxfordshire volumes has to be raised locally by the Trust.
4. In Oxfordshire there is a research team consisting of a county editor and three assistant editors who are accommodated and employed by Oxfordshire County Council subject to a legal agreement that the Oxfordshire VCH Trust pay for the employment costs of the assistant editor posts and part of the cost of the County Editor's post. Amateur volunteer groups are involved in the research process by the editorial team.
5. The activities of the Trust are to raise funds to meet these employment costs and to contribute to publication costs.
6. The Trustees confirm that they have had regard to the Charity Commission's guidance on public benefit. The Trust provides public benefit in enabling histories of educational and community value to be made available to the public and in enabling the involvement of local groups in the process.

Achievements and performance

7. OVCH has published 19 main-series volumes (known as 'The Big Red Books') and 2 paperback volumes. The 20th volume is being typeset for publication early in 2022. All the hardback volumes except for the recently published Volume 19 are available free of charge on the IHR's British History Online website. Research on Volume 21 is under way. Two more volumes will then complete the Oxfordshire VCH's coverage of the County.
8. During 2020-21 the funds raised by the Trust have enabled the Oxfordshire VCH to:
 - Complete Volume 20 (on the south Chilterns area of south Oxfordshire) and to submit it for publication.
 - Continue research for Volume 21, focused on the town of Chipping Norton and surrounding parishes. Research concentrated on online resources during periods when archives were closed because of Covid restrictions.
 - Make freely available 5 new draft parish histories on the VCH website.
 - Continue public engagement during Covid through occasional Zoom talks, and involvement of local groups in research activity.
9. In 2020-21 the Trust replaced its annual lecture and reception for supporters and potential supporters with a Zoom

lecture because of Covid restrictions. It has also published two newsletters, circulated in print and online, and has publicised its activities through its Twitter account, which has over 450 followers. A proposed fundraising event in Hook Norton in autumn 2020 was cancelled because of Covid restrictions.

Financial Review

10. The Trust's expenditure in 2020-21 exceeded its income by £16,316 (after allowing for debtor), leaving a balance of £213,681 inclusive of this debtor. This is a much better out-turn than was forecast 12 months ago, due to much higher level of donations than forecast in the last report. But there is a contingent liability of up to £80,000 for redundancy of the researchers at the end of the project leaving potentially available funds of £133,000. All of the Trust's funds are committed to meet future research costs for the project's completion, these supplemented by drawing on reserves earmarked for that purpose. With the annual projected shortfall of funds expected to be around £40,000 (higher due to non-recurring items) for 2021-2022, the current outlay for four researchers can be continued for at least 2021-2022 and maybe longer. But the trustees will keep this matter under review until it is considered prudent, bearing in mind the contingent redundancy liability, to reduce the number of researchers by one, saving £49,000 annually,. A year ago, this action was foreseen as necessary in 2021-2022, so the position has improved. The Trust operated in accordance with the charity's statement on risk assessment and financial controls.

11. All Trustees (including the Chairman and Treasurer) are unpaid, and have given their services voluntarily. No expenses were paid to Trustees during 2020-21. The Trust employs no paid staff.

Structure, governance and management.

12. The Trust was established in 1997 by deed.

13. The trustees met four times during the financial year, including a special AGM in April to elect a new Chairman and Vice Chairman. All the meetings were held by Zoom because of Covid19 restrictions, by unanimous agreement of the trustees.

14. The appointment of new trustees is by resolution of the existing trustees. The number of trustees is limited to a maximum of 21 by the trust deed which also provides for an uneven number of trustees, if possible. There are currently 17 trustees. New trustees are selected for their commitment to the project, to the raising of funds, and for their particular skills and contacts.

Reference and administrative details.

15. The Oxfordshire Victoria County History Trust was established by a Trust Deed on 19 September 1997. It is a registered charity, number 1064776. The Trust also operates as the Victoria History of Oxfordshire Trust.

16. The address of the Trust is c/o the Hon. Treasurer, 48 High Street, Wheatley, Oxford, OX 33 1XX.

17. The following were trustees on the date this report was approved:

	Appointed
Prof. William Whyte (Chairman from April 2021)	2019
Brigadier Nigel Mogg (Vice-Chairman from 2004 to 2021)	2000
Mr John Harwood (Vice-Chairman from 2021)	1997
Sir Hugo Brunner	1997
Mr Christopher Butterfield (resigned in Dec 2021 since the year-end)	2006
Prof. Robert Evans	2003
Catherine Fulljames	2009
Major Timothy Hallchurch	2009
Mr Tom Hassall	1997
Dr Michael Heaton (Treasurer) (from 24 May 2021)	2021
Hilary Hibbert-Biles	2018
Mr John Leighfield	2011
Lorraine Lindsay-Gale	2012
Mr Christopher Parker	2020
Dr Jill Pellew	2005
Dr Donald Ratcliffe	2018
Mrs Sarah Taylor	2011

The following trustees resigned in March 2021: Dr Kate Tiller (former Chair), Mr Liam Tiller (former treasurer), Dame Frances Lannon. Brigadier Nigel Mogg resigned as Vice-Chairman but continued as a trustee.

18. The Independent Examiner of the Trust's accounts is: Graham Cole FCA, Wenn Townsend, 30 St Giles, Oxford OX1 3LE.

19. The Trust's bankers are Lloyds Bank plc, Wallingford Branch, 4 Market Place, Wallingford, Oxfordshire OX10 0EH

OXFORDSHIRE VICTORIA COUNTY HISTORY TRUST - YEAR ENDING 30 SEPTEMBER 2021

RECEIPTS

	Unrestricted Funds £	Restricted Funds (see Note 2) £	Total 2020-21 £	Total 2019-20 £
Gift Aid Donations	18,725	200	18,925	10,764
Non Gift Aid Donations	117,747		117,747	114,486
Bank Interest	51		51	1,904
COIF interest	11		11	358
Gift Aid tax repayment up to 5 April 2021	2,232		2,232	3,377
Gift Aid tax repayment up to 30 September 2021	3,159		3,159	
Total receipts	<u>141,925</u>	<u>200</u>	<u>142,125</u>	<u>130,889</u>

PAYMENTS

Donations towards research costs	157,020		157,020	153,067
Fund raising (see Note 1)	701		701	1,183
Examination of accounts	720		720	690
Total payments	<u>158,441</u>		<u>158,441</u>	<u>146,920</u>
Deficit	<u>16,516</u>	<u>-200</u>	<u>16,316</u>	<u>16,031</u>

Note 1: Fundraising expenditure is made up of: Printing & postage £701.

Note 2: Restricted fund receipts were £200 for publication expenses for Volume 21. All the receipts were spent during the year.

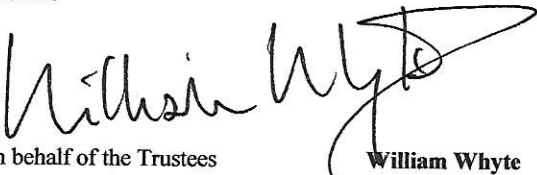
STATEMENT OF BALANCES

Bank Balances at 1 October 2020	229,997
Deficit of Receipts over Payments	(16,316)
Balances at 30 September 2021	<u>213,681</u>

STATEMENT OF ASSETS AND LIABILITIES AT 30 SEPTEMBER 2021

Debtor – Gift Aid tax repayment for 6 April to 30 September 2021	3,159
Cash at Lloyds Bank	122,085
Charities Official Investment Fund deposit account	88,437
NET ASSETS	<u>213,681</u>

Signed on behalf of the Trustees
Date


William Whyte
(to be signed at the March 2022 AGM)

20. iii. 22.

Independent Examiner's Report to the Trustees of the Oxfordshire Victoria County History Trust

I report to the charity trustees on my examination of the accounts of the charity for the year ended 30th September 2021 which are set out on pages 4 to 5.

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 charity's accounts carried out under section 145 of the 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act;
- or
2. the accounts do not accord with those records.

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.

G Cole

G L Cole BA FCA
Partner
Wenn Townsend
Chartered Accountants
Oxford

30 March 2022