



Trustees' Annual Report for the period

From	Period start date			Period end date		
	1	July	2021	30	June	2022

Section A Reference and administration details

Charity name

Association of Lighthouse Keepers

Other names charity is known by

-

Registered charity number (if any)

1089142

Charity's principal address

Tigh Corrie

East Kilcoy

Muir of Ord

Postcode

IV6 7SF

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	Neil Hargreaves	Chair		
2	Rodney Jagelman	Treasurer		
3	David Taylor	Secretary		
4	John Best	-		
5	Gerry Douglas-Sherwood	Archive Consultant		
6	Ian Hogarth	Media/Publicity	3 August 2021 to date	
7	Sarah Kerr	Events Coordinator		
8	Stephen Pickles	-		
9	Lin Sunderland	-		
10	Roy Thompson	-		
11	David Wilkinson	-		
12	Vacancy	-		

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Accounts examiner	Simon Waters FMAAT ACCA	SJW Accountants, Casterton Suite, CHBC, Burton in Kendal, Carnforth, Lancashire, LA6 1NU

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

N/A

Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Trust
Trustee selection methods (eg. appointed by, elected by)	Elected annually by membership at Annual General Meeting

Additional governance issues (Optional information)

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.

All potential office holders and trustees are assessed against a role description and their applications have to be approved by the membership at the Annual General Meeting.

Trustees with financial responsibilities, and others who handle cash or funds, are checked against information held by CreditSafe (www2.creditsafeuk.com/) prior to appointment and then every 5 years.

All officer holders and trustees stand down at each Annual General Meeting (normally held in September each year) and are re-appointed if they wish to stand and the membership present at the AGM agrees.

For our events, such as lighthouse trips, a risk assessment is always carried out by the event organiser when required in order to protect our members and the public against accident or injury. This is also done to ensure our liability insurance policy is not invalidated.

Section C

Objectives and activities

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

The advancement of education of the general public in Pharology, defined for these purposes as study in the history and current practice of coastal and inland aids to navigation, through the provision of information, education activities and the maintenance of an archive.

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)

The Trustees have had regard to the guidance issued by the Charity Commission on public benefit and have undertaken the following principal activities:

- In its broadest sense, the scope of all our activities is driven by the statement on our branding “Keeping Lighthouse Heritage Alive”. Many of our members – but a gradually diminishing number - were lighthouse keepers before the last ones left their service in 1998. Whilst founded by lighthouse keepers, the Association’s membership is open to anyone who wishes to join
- Development and maintenance of an interactive museum based at Hurst Castle (English Heritage) in Hampshire and which is normally open to the public free of charge. It shows the history of lighthouses and other aids to navigation from early days to the present time, and is visited by members of the public, school parties and other groups. However this museum was forced to close due to sea wall damage at Hurst Castle and which has yet to be repaired sufficiently to allow normal access (as at September 2022)
- Continuing production of the professional-quality, quarterly journal “LAMP”, which is distributed to all members of the Association as part of their membership package and which consists of news, information, articles and photography on issues relating to lighthouse heritage
- Management and development of a substantial archive of documents and hardware from lighthouses and lighthouse keepers, which is used to assist researchers, and this includes responses to requests for information on specific aspects of lighthouse operation or individual lighthouses or other aids to maritime navigation. Ultimately our aim is to make the most in-demand material in this archive available online and digitisation of the index of our archive is well under way as a first step towards this, taking into account the requirements of the GDPR (2018). Some modest digitisation (cine film reels, photo transparencies) has already taken place and discussions have begun (August 2022) with a specialist consultancy firm about the challenges we face and how to approach them
- Provision of speakers, on request, to any external body or school which asks for a presentation on lighthouse matters, whether engineering, history, architectural or cultural. This however stopped during the Covid pandemic and has yet to re-start though online presentations have helped fill this void to some extent
- Provision of a programme of events annually open to all members at cost and which seek to give members access to experiences not normally available to the public, eg access to lighthouses not open to the public, special events with speakers, participation in annual global lighthouse events such as the International Lighthouse Heritage Weekend. During the Covid pandemic all of these stopped but they began again in the Spring of 2022
- Many of our members provide their services free of charge to lighthouse visitor centres across the UK
- The Association still has one member on the Board of the Museum of Scottish Lighthouses, and he is currently their Chair, and we continue to work closely on our relationship with the team

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.

Our charity is entirely run by volunteers and has no paid staff. Its major cost each year is production and postal distribution of the quarterly journal and this is the main item covered by our modest annual membership fees for members.

We do not make a profit and do not award grants.

Without our volunteers we would not exist, so their contribution is absolutely crucial to all we try to achieve.

Section D

Achievements and performance

See next page

Summary of the main achievements of the charity during the year

- Trustee meetings were critical to taking decisions about cancelled events and carrying out ongoing business, and online video meetings (via Zoom) took place throughout the year. This new way of conducting meetings was approved by the trustees formally and recorded in the minutes as suggested by the Charity Commission. However the trustees remain firmly committed to at least one face-to-face meeting annually and the first of these occurred in London in March 2022.
- A Creative Isolation Project was suggested by one of our members and was taken forward by our Education Officer as a way of helping members through the difficult early days of the pandemic and this encouraged people to write, draw, take photos, compose songs, to cite a few examples. The results were shared with the membership through our journal, Lamp.
- Our membership numbers have grown despite the pandemic. Our membership fees essentially cover the production and distribution of our journal each quarter plus some additional costs such as insurance. In view of the significant increase in energy and postage costs during this year, this is likely to have to be reviewed but we are proud of keeping our fees the same for over 10 years now.
- We are pleased that we are getting “noticed” by the mainstream media. The BBC programme “Have I Got News For You” featured our journal last year and the QI team’s podcast “No such thing as a fish” also gave us a good plug and resulted in several new sign-ups. We worked closely with Channel 5’s programme series “Impossible Engineering”, supplying contacts for them to interview and getting a mention in the credits. For a long time the media seemed to regard the Association as the “Trades Union” for lighthouse keepers but thankfully the message does seem to be getting through at last.
- Corporate memberships have increased thanks to the efforts of our new Media and Publicity Officer and we have good relationships with all.
- Our social media accounts continue to be popular and are growing in use.
- We have maintained the quality of our quarterly journal which is in full colour and, though commercially printed and distributed, is produced and edited entirely by volunteers. This process has continued without interruption during the Covid pandemic and our very real thanks go to the team who have ensured its continuation and to the company that prints and distributes it for us. A lifeline for many during lockdown especially.
- We continue to respond to requests from all over the world for information of a historical or otherwise factual nature about lighthouse history and lighthouse keeping. This includes requests for media interviews and we also offer advice, help and information to a growing number of university students working on dissertations which include maritime history, lighthouse engineering or the culture of lighthouse life.
- We have begun to work towards a very close relationship with the National Piers Society who also are very committed to another aspect of maritime heritage.
- Two “archive weekend workshops” have been held at Bidston Lighthouse on the Wirral, one in 2020 just before lockdown and another in October 2021. A third is planned for the Autumn of 2022. These involve members helping the Archivist to continue the process of sorting through the archive materials temporarily located at Bidston, pending digitisation and ultimate return to commercial storage.
- We have continued to actively support the Chance Glass Works Heritage Trust Ltd (Charity Registration number 1165643) as it seeks to develop a new heritage site at the location of the former company’s operation in Smethwick. Our regional representative for the area has been involved with the trust’s officers and has assisted with providing links for possible resourcing (lighthouse artefacts) and educational projects. The trust is one of the Association’s most recent Corporate members.
- At the time of writing this report, the 2022 Annual General Meeting is scheduled to take place in Belfast after 2 years of deferment. (The first

year, during the pandemic, it was conducted through reports in our journal, and in 2021 it was carried out online). It will as always be accompanied by visits to Irish lighthouses and we are very grateful to the Commissioners of Irish Lights for their help in planning this weekend.

- Following the complete absence of “real” events such as lighthouse weekends for the best part of 2 years – a real issue as such events are seen as a major membership benefit – a programme was introduced from this Spring and has already proved highly successful, including Cornish lights and several visits to the Isle of Man lights
- The amazing events team, led by trustee Sarah Kerr, has also run a programme of online events that have proved very popular with the membership and, to an extent, these will continue alongside the reinstated live events programme. In the period covered by this report Zoom meetings took place on the following topics:
 - Regional member meetings
 - Quizzes
 - Talks and presentations on lighthouse-related topics
 - The 2021 Annual General Meeting also took place online
- Given that the Association is now over 30 years old it has been agreed that a 5-year plan needs to be explored and adopted in order to ensure the relevance of the Association and to ensure a proper succession plan is in place for senior volunteers such as the Chair, Secretary and Treasurer. We are aiming to consult widely with members about this and have already carried out online consultations with all our officers and regional representatives.
- Brexit has created one significant difficulty for many of our members who live in Europe. Delays in receiving the journal and, worse, imposition of significant levies on recipients before delivery will be done. We have managed to create a system whereby the journal will be dispatched from within Europe to members resident there and will closely monitor its effectiveness.
- During the year the trustees have been concerned about the issue of contents insurance for artifacts we own. Since most of these are irreplaceable, advice we have taken from professionals, both in curatorial roles of museums and our insurance broker, suggest that insuring the irreplaceable verges on impossible as values cannot be placed on the items in question. This has now finally been accepted as inevitable. Meantime the trustees have also ensured that additional insurance is in place to cover the minimal risks of copyright infringement and personal trustee liability. (These have been added to our pre-existing policies for employee and public liability).
- Finally, a degree of real frustration by all at our inability to function “normally” owing to lockdowns and restrictions generally has been offset by online events throughout and the resurgence finally of real events this year. One significant learning point from online events has been the extent to which “older” members, or those with mobility issues, and also those across the globe, can still take part and meet friends from within our lighthouse “family” and so the pandemic has not been all bad news, at least in that respect.

Section E Financial review

Brief statement of the charity's policy on reserves

We do not seek to make a profit on our activities but do strive to break even. We do from time to time place our working cashflow into a deposit account in order to obtain modest interest while it is not immediately needed. We have no significant reserves of cash or investments.

Details of any funds materially in deficit

None of our funds are 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.

The Association's bank accounts are summarised in the relevant attached documentation along with the requisite certificate of independent examination

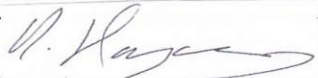

Section F Other optional information

None

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Neil Hargreaves	David Taylor
Position (eg Secretary, Chair, etc)	Chairman	Secretary
Date	5-10-2022	



Association of Lighthouse Keepers

Financial Statement for the Year Ended 30 June 2022

	Opening Balances		EXPENDITURE	£ 23,663.04
General Account	£ 3,678.00		Lamp	£ 10,712.71
Deposit Account	£ 180.59		Stationary and Printing	£ 1,283.88
Paypal Account	£ 515.06		Regalia Stock	£ 1,231.17
Monmouth Bldg Soc.	£ 19,753.99		Public Liability Insurance	£ 409.21
Hurst Castle Account	£ 1,301.46		Hurst Castle	£ 37.87
Events Account	£ 748.49		Commission Paid	£ 343.74
			Event Expenses	£ 7,814.00
Total balances	£ 26,177.59		AGM Costs	£ -
			Prepayment for future events	£ -
			Admin Expenses	£ 994.04
INCOME	£ 26,540.32		Refunded Event Fees	£ 836.42
Membership Fees	£ 13,506.53			
Event Fees	£ 9,906.11			Closing Balances
Regalia Sales	£ 1,444.10			
Donations	£ 453.87		General Account	£ 5,095.26
Fundraising	£ -		Deposit Account	£ 266.50
Gift Aid	£ 1,128.87		Paypal Account	£ 570.55
Advertising in Lamp	£ -		Monmouth Bldg Society	£ 19,854.79
Bank Interest	£ 100.84		Hurst Castle Account	£ 1,263.59
Refunded Event Costs	£ -		Events Account	£ 2,004.18
			Total Balances	£ 29,054.87
Total	£ 52,717.91		Total	£ 52,717.91

Rodney Jagelman
Treasurer
September 2022



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Association of Lighthouse Keepers

Registered Charity Number: 1089142

Independent examiner's report to the trustees of the Association of Lighthouse Keepers

I report to the trustees on my examination of the accounts of the Association of Lighthouse Keepers (the association) for the period ended 30 June 2022 which are set out on page 2.

Responsibilities and basis of report

As the charity trustees of the association 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 associations 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. 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

Name: Mr Simon Waters FCCA FMAAT

Address: SJW Accountants, Casterton Suite, CHBC, Burton in Kendal, Carnforth. LA6 1NU
Date: 05 August 2022