



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st April 2020 Period start date To 31st March 2021 Period end date

Charity name: Social History Curators Group (SHCG)

Charity registration number: 1157994

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance the education of the public in heritage, science and the arts advancing standards of social history curatorship by encouraging better care, management, research and development of collections and delivery of improved use, access and interpretation of museum and related collections through public-facing outputs such as events, exhibitions, participative projects for the benefit of the public.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>The COVID-19 pandemic had a significant impact on the activities of SHCG in the year 2020-21.</p> <p>A seminar on Rationalisation and Disposal that was due to take place on 25th March at Black Country Living Museum was cancelled due to lockdown. In its place an online seminar run in conjunction with the Collections Trust facilitated an online Q&A on this subject on 15th May. It focussed on providing advice to sector professionals on this area of museum collections management.</p> <p>An online Twitter session was run via the handle @MuseumHour, a popular heritage sector online discussion facilitator, on 27 April 2020. It focussed on the future of collecting.</p> <p>SHCG took part in a session titled 'Let's get digital: managing social history collections in a digital age' at the Museums Association conference on 6 Nov 2020 about Subject Specialist Networks (SSNs), focussing on how SHCG can support individual heritage professionals.</p> <p>The annual conference was also postponed due to COVID and was</p>

		<p>rescheduled for Autumn 2021.</p> <p>SHCG News was published in April and November 2020.</p> <p>'Social History in Museums'. SHCG Journal vol 44 was published in April 2020, themed on new ways of looking at old stories.</p> <p>SHCG is represented on the Subject Specialist Networks Consortium and attended meetings on 11 Feb 2021 (full consortium meeting), 10th Dec 2020 (meeting of the executive group), 14th May 2020 (meeting of the executive group), 1st May 2020 (consortium). This continues to strengthen relationships and build support between SSNs in sharing resources, best practice and co-hosting training and events. SHCG will continue to be represented in this forum.</p> <p>Work to improve data security was carried out during 2020-21. A GDPR and Privacy statement has been drawn up and added to the website, and two new policies implemented; a Data Protection Policy in March 2021, and an Information Security Policy was drafted in the same period (approved in June 2020).</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	SHCG has carried out its purposes as a charity for the public benefit and, in doing so, can confirm we have had regard to the guidance issued by the Charity Commission on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
		N/A

Contribution made by volunteers	Para 1.38	
Other		N/A

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>During the 2020-21 year, membership numbers were recorded by the Membership Secretary. As of March 2021, SHCG had the following:</p> <p>49 individual print members 108 individual digital members 83 institutional members, including 3 overseas</p> <p>As of March 2020, SHCG had the following:</p> <p>Twitter followers: 3396 LinkedIn group followers: 48 Facebook page followers: 1255</p> <p>A Hardship Membership was initiated in November 2020 and offered free to anyone experiencing negative impacts from the COVID-19 pandemic.</p> <p>Work to improve the diversity and inclusivity of SHCG was begun with the Board of Trustees holding a discussion on diversity and inclusion in January 2021. Actions from this meeting including the development of an SHCG Access and Inclusion Policy, and holding a wider discussion open to members and non-members to inform policy development, actions which have been carried into the 2021-22 period. The Membership Secretary has also been supported by the committee to develop and amend the application process for trustee, to be trialled during the 2021 AGM elections.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against	Para 1.41	N/A
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objectives set		
Performance of fundraising activities against objectives set	Para 1.41	N/A
Investment performance against objectives	Para 1.41	N/A
Other		N/A

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	As of 31st March 2021, SHCG has healthy finances, as outlined in the attached accounts, and does not have a deficit.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The reserves account provides some stability should there be a significant drop in membership income. SHCG may use some of these funds for longer term project activity such as overhauling the website.
Amount of reserves held	Para 1.22	£5000
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	N/A
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	N/A
Other		N/A

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution of a Charitable Incorporated Organisation with voting members other than the charity's trustees.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Potential trustees must be members of SHCG and their nomination must be proposed by another member. Nominations are usually voted on by those members present at AGM - those garnering the majority of votes are elected. In 2020 the AGM was held online and an election took place via Survey Monkey prior to the AGM due to the COVID-19 pandemic. The results of the election were announced during the AGM. Trustees are elected for a term of 2 years not serving more than 3 consecutive terms. Trustees in named roles – Chair, Secretary, Treasurer – are elected for 3 years equal to 1 term. All trustees work on a voluntary basis and usually undertake a particular role

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	All trustees are issued with a copy of the constitution, a role description and handover notes from the retiring trustee who previously held that position, as well as being provided with access to all SHCG policies.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	SHCG is a Subject Specialist Network (SSN), one of many professional networks operating within the museums and heritage sector in the UK. Reps from each SSN have formed the SSN Consortium which works collaboratively to support individuals and organisations to care for and use their collections for public benefit.
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Social History Curators Group
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Other name the charity uses	SHCG
Registered charity number	1157994
Charity's principal address	c/o St Fagans National Museum of History, St Fagans, Cardiff, CF5 6XB

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	Verity Smith	Chair		SHCG Membership
2	Lowri Jones	Treasurer		SHCG Membership
3	Jessica McKenzie	Secretary		SHCG Membership
4	Eleanor Harding		From 25 th June 2020	SHCG Membership
5	Georgina Ascroft			SHCG Membership
6	Lisa Peatfield			SHCG Membership
7	Jessie Petheram			SHCG Membership
8	Matt Exley			SHCG Membership
9	Helen Taylor			SHCG Membership
10	Lauren Ryall-Waite		From 25 th June 2020	SHCG Membership
11	Emma Harper		From 25 th June 2020	SHCG Membership
12	Victoria Miller		From 25 th June 2020	SHCG Membership
13	Nita Acharya		Stepped down as Trustee 25/6/2020	SHCG Membership
14	Rebecca Lewis		Stepped down as Trustee 25/6/2020	SHCG Membership
15	Alison Grange		Stepped down as Trustee 25/6/2020	SHCG Membership
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

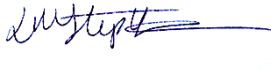
Other optional information

N/A

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Lauren May Stephenson	
Position (eg Secretary, Chair, etc)	Secretary	
Date	19/12/2021	

SOCIAL HISTORY CURATORS GROUP

SHCG

Receipts and Payments Accounts

**Year Ended
31 March 2021**

SOCIAL HISTORY CURATORS GROUP
SHCG
Receipts and Payments Accounts
For the Year Ended 31 March 2021

	2021	2020
Receipts		
Conference Receipts 2019	-	11,533.50
Conference Receipts 2020	-	
Membership Subs	9,550.85	7,426.58
Seminars	307.62	290.00
Publications Licensing	1,064.12	2,164.78
Sundries & Misc	123.80	-
	<u>11,046.39</u>	<u>21,414.86</u>
Expenses		
Committee Travel	57.56	899.20
Conference Expenses 2019	-	9,919.53
Conference Expenses 2020	-	-
Seminar Expenses	348.00	1,037.75
First Base	380.16	345.60
Postage & Stationery	341.65	41.88
Newsletter Expenses	2,233.16	2,037.07
Journal Expenses	1,487.44	1,309.33
Accountancy	300.00	300.00
Sundries & Misc	914.52	545.53
	<u>6,062.49</u>	<u>16,435.89</u>
Net Movement in Funds	<u>4,983.90</u>	<u>4,978.97</u>
Total Funds Brought Forward	19,490.53	14,511.56
Total Funds Carried Forward	<u><u>24,474.43</u></u>	<u><u>19,490.53</u></u>

**SOCIAL HISTORY CURATORS GROUP
SHCG
Statement of Balances
For the Year Ended 31 March 2021**

	Unrestricted Funds 2021	Restricted Funds 2021	Total 2021	Total 2020
Current Assets				
Cash in hand	-	-	-	-
CO-OP Current Account	19,474.43	-	19,474.43	14,490.53
CO-OP Reserve Account	5,000.00	-	5,000.00	5,000.00
Net Assets as at 31 March 2021	24,474.43	-	24,474.43	19,490.53
Reserves				
General Funds available as at 1 April 2020	19,490.53	-	19,490.53	14,511.56
Surplus / Deficit for the year As per P&R Account	4,983.90	-	4,983.90	4,978.97
Total Funds as at 31 March 2021	24,474.43	-	24,474.43	19,490.53

Signed



Print Name

Lowni Jones

Designation

SHCG Treasurer

Date

24/06/2021