



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st January 2021 Period start date

To 31st December 2021 Period end date

Charity name: The Harwich Society

Charity registration number: 1161931

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To promote public interest in the Harwich area, encourage high standards of planning and architecture and to secure the preservation, protection, development and improvement of features of historic or public interest in Harwich and its hinterland
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>Reviewing and commenting upon as necessary the planning applications placed before the Planning Authority.</p> <p>Encourage interest in and awareness of local history by maintaining The Harwich Redoubt, a fort built to defend Harwich Harbour during the Napoleonic War. The Society also operates museums charting the maritime history of the town, manages the High Lighthouse and runs a Visitor Centre on Harwich Quay which acts as a focal point for tourist information.</p> <p>The Society encourages awareness of local history by organising guided walks and arranging lectures for local residents, visitors and tourists. Managing a small wildlife reserve in the town enables the Society to encourage local interest in natural history.</p> <p>The Society's sites are popular destinations for people of all ages including local primary schools and young people.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees confirm they have complied with Sec.4 of the Charities Act 2006 in having due regard to the Charity Commissioners general guidance on public benefit. The Trustees actively review the success of the Society's activities and the benefit accrued to local residents and visitors.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The purpose of the charity is not primarily as a grant giving body. Any request received would be considered on its merits.
Policy on social investment including program related investment	Para 1.38	The Society does not undertake social investment as its focus is on environmental work. However by creating volunteering, opportunities, encouraging public interest in the local environment and managing visitor attractions for the public good we enhance opportunities for community and social engagement.
Contribution made by volunteers	Para 1.38	The Society would be unable to exist without the support of volunteers, including our trustees. Many others volunteered to ensure the sites operated by the Harwich Society are managed, maintained and opened to visitors, provide guided walks, undertake research, maintain our archives and ensured the Highlight magazine is published and distributed.
Other		This organisation was formed to update the constitution of Harwich Society. On 1 st January 2016 the charitable activities for public benefit were transferred from the original Harwich Society (Charity no 261798) to this new charity including assets and liabilities. The original Harwich Society was formed in 1969.

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>The Society continued to publish quarterly the 'Highlight' magazine and distribute it to all members whether local, in the UK or abroad. This magazine is seen as an important link in binding together residents and former residents of the town. The magazine includes articles about the history of the area, conservation and planning matters, promotes current events and volunteering and creates a platform for people to share information and reminiscences.</p> <p>In normal years Society volunteers manage and staff the seasonal Visitor Centre in Harwich and the iconic historic buildings and museums under its ownership or control which are a significant tourist attraction in the Harwich area. This was seriously disrupted during 2021 due to Covid pandemic restrictions.</p>

		<p>The Bobbits Hole town wildlife area was managed, improved, and was open to the public including families with children during 2021 to promote safe accessible access to the natural environment.</p> <p>The new Society website was developed with linked social media facilities to better promote public interest in the Harwich area.</p> <p>The Society provided guided walks for residents, visitors, including foreign tourists, school groups and parties wishing to explore the locality prior to the Covid 19 pandemic restrictions.</p> <p>The Society participated in the statutory planning policy and development control processes for the Harwich area.</p> <p>The Society participates in town enhancement and tourism initiatives in partnership with others.</p> <p>The Society continued to promote interest and knowledge about the Harwich area including conducting research into the history of the area and publishing information.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

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

Financial Review

Review of the charity's financial position at the end	Para 1.21	The Society was in a sound financial position at the end of the accounting period. Income
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of the period		exceeded expenditure during 2021 and the value of its liquid assets increased over the year.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Society has no formal policy on financial reserves other than to ensure sufficient funds are available to conserve and preserve 5 Church Street Harwich ('Foresters') probably the oldest house in Harwich and The Redoubt Fort a key Harwich ancient monument for the benefit of future generations.
Amount of reserves held	Para 1.22	As recorded in the Annual Accounts we had £113,586 in the designated Foresters Fund and £94,335 in the designated Redoubt Fort Fund.
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	The Society is in sound heart having over 2000 members and a sound balance sheet.

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	Membership subscriptions, museum admission fees, donations and fundraising from the annual Redoubt Raffle, pub quizzes and a 200 club quarterly draw provide most of the income in regard to the designated and unrestricted funds. Restricted fund income is mainly bank interest, grants and sponsorship.
Investment policy and objectives including any social investment policy adopted	Para 1.46	We adopt low risk investments for funds for future use to promote the objectives of the charity.
A description of the principal risks facing the charity	Para 1.46	The risks are low since the charity generates sufficient funds to maintain its annual programme of activities and insures against risk. We would need to seek grant support for a major preservation projects with the historic buildings in our care, but we seek to minimise this risk by undertaking survey and timely repairs.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	Charity Commission Association Constitution
How is the charity constituted?	Para 1.25	Charitable Incorporated Organisation
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	Trustees appointed by members

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	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	The Harwich Society
Other name the charity uses	n/a
Registered charity number	1161931
Charity's principal address	5 Church Street Harwich Essex CO11 3DR

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	Colin Farnell	Chairman		
2	David Whittle	Vice Chairman	To 30/03/2022	
3	Phillip Alder	Secretary	To 08/10/2020	
4	Diane Bitmead	Treasurer		
5	Dan Beck			
6	Garry Calver			
7	Richard Colley			
8	Sue Daish			
9	Maria Fowler			
10	Andy Schooler			
11	Robert Barham			
12	Richard Oxborrow			
13				
14				
15				
16				
17				
18				
19				
20				

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

Director name		
n/a		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
n/a		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	none
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/a

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)

We employ no paid staff- we are a volunteer based organisation managed by our Board of Trustees.

Exemptions from disclosure

Reason for non-disclosure of key personnel details


n/a

Other optional information

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)	Colin Farnell	
Position (eg Secretary, Chair, etc)	Chairman	
Date	07/05/2022	

THE HARWICH SOCIETY
REGISTERED CHARITY NO. 1161931

RECEIPTS AND PAYMENTS ACCOUNT
Period 1st January - 31 Dec 2021

PAYMENTS

ITEMS FOR RESALE
HARWICH IN BLOOM FLORALMISC COSTS
REDOUBT - HOUSEKEEP & CAFÉ COSTS
INSURANCE
LEGAL & PROFESSIONAL FEES
HERITAGE LOTTERY GRANT EXPENSES
MAINTENANCE
POSTAGE
PRINTING
RENT PAID
STATIONERY
SUBSCRIPTIONS / DONATIONS
MISC COSTS
DOVERCOURT MURAL
MONTHLY MEETING EXPENSES
INTERNET/WEB EXPENSES
UTILITIES
FORESTERS 200 CLUB
WATERFRONT DINNER
FIXED ASSET PURCHASE
TOTAL PAYMENTS

EXCESS OF RECEIPTS OVER PAYMENTS

FUNDS AT 1st January 2021

FUNDS AT 31 Dec 2021

UNRESTRICTED GENERAL FUND	DESIGNATED REDOUBT FUND	DESIGNATED BOBBITS FUND	DESIGNATED MUSEUMS FUND	DESIGNATED SOCIAL FUND	RESTRICTED HIB FUND	RESTRICTED FORESTERS FUND	TOTAL 2021	TOTAL 2020
£	£	£	£	£	£	£	£	£
2,558	292		88		3000		2,938	791
							3,000	0
	592						592	473
847	735	430	1310			1187	4,509	3,704
		-200					(200)	0
							0	9,500
378	9686	123	5042				15,229	19,919
1,419							1,419	1,324
3,464	126						3,590	3,613
100			707				807	580
478							478	633
126							126	147
3,575	1805					123	5,503	3,885
							0	3,500
							217	120
98				217			98	232
1,334	1404	216	962			1000	3,916	5,380
							1,000	800
549	478	1538	100	2155			2,155	0
							2,665	3,281
14,926	15,118	2,107	8,209	2,372	3,000	2,310	48,042	57,882
5,466	22,856	10,789	(5,325)	(347)	0	3,234	36,673	15,085
78,554	71,479	2,746	25,587	1,212	0	110,352	289,930	274,845
84,020	94,335	13,535	20,262	865	0	113,586	326,603	289,930

THE HARWICH SOCIETY
REGISTERED CHARITY No. 1161931

RECEIPTS AND PAYMENTS ACCOUNT
Period 1st January - 31 Dec 2021

RECEIPTS
ADMISSIONS
DONATIONS AND BEQUESTS
GHOST HUNT INCOME
PRIVATE HIRE FEES
GRANTS
GUIDE PANEL INCOME
INVESTMENT INCOME
LECTURE AND TALK INCOME
MEMBERSHIP SUBSCRIPTIONS
MISC INCOME
MISC SALES
QUIZ NIGHT INCOME
DOVERCOURT MURAL
FORESTERS 200 CLUB
WATERFRONT DINNER
MONTHLY MEETINGS INCOME
TOTAL RECEIPTS

UNRESTRICTED GENERAL FUND	DESIGNATED REDOUBT FUND	DESIGNATED BOBBITS FUND	DESIGNATED MUSEUMS FUND	DESIGNATED SOCIAL FUND	RESTRICTED HIB FUND	RESTRICTED FORESTERS FUND	TOTAL 2021	TOTAL 2020
£	£	£	£	£	£	£	£	£
	10905		627				11,532	5,311
862	3721	11139	463				16,185	7,600
	5300						5,300	4,055
	1224						1,224	0
2,467	12827	1596	1500		3000	1500	22,890	30,000
842							842	125
1114	43					1944	3,101	3,311
130							130	560
9580							9,580	10,919
80	234						314	2,098
4347	3720	161	294				8,522	4,852
970							970	461
							0	1,131
						2100	2,100	2,375
				1807			1,807	0
				218			218	169
20,392	37,974	12,896	2,884	2,025	3,000	5,544	84,715	72,967

THE HARWICH SOCIETY
REGISTERED CHARITY No. 1161931

ASSET STATEMENT
As at 31st December 2021

CASH FUNDS

CASH IN HAND
CURRENT - CO-OPERATIVE BANK 458
DEPOSIT - CO-OPERATIVE BANK 33,403
SAVINGS ACCOUNT - NATIONWIDE 57,000
UNITED TRUST BANK 69,223
CAMBRIDGE & COUNTIES BANK 80,710
85,788

TOTAL CASH FUNDS

FIXED ASSETS

PROPERTY & LAND

13,600 87,500

320,000

421,100

421,100

PROPERTY CONTENTS & EQUIPMENT

1,838

10,275

4,524

5,686

66

0

0

6,865

29,254

33,234

MUSEUM EXHIBITS

6,540

45,508

0

10,551

0

0

0

0

62,599

61,981

IT EQUIPMENT

469

266

0

0

0

0

0

296

1,031

1,288

OTHER ITEMS

246

181

0

48

0

0

0

0

0

475

TOTAL FIXED ASSETS

9,093

69,830

92,024

16,285

66

0

0

327,161

513,984

518,078

STOCK

STOCK - PUBLICATIONS Etc.
STOCK - HS SHIRTS.

4,984
172

3,500
114

TOTAL STOCK

0

0

0

0

0

0

0

0

5,156

3,614

TOTAL ASSETS

335,675

69,850

92,024

16,285

66

0

0

327,161

845,742

811,622

UNRESTRICTED GENERAL FUND	DESIGNATED REDOUBT FUND	DESIGNATED BOBBITS FUND	DESIGNATED MUSEUMS FUND	DESIGNATED SOCIAL FUND	RESTRICTED HIB FUND	RESTRICTED FORESTERS FUND	TOTAL 2021	TOTAL 2020
£	£	£	£	£	£	£	£	£

458	20						478	473
33,403							33,403	28,542
57,000							57,000	57,000
69,223							69,223	39,202
80,710							80,710	79,283
85,788							85,788	85,430
326,582	20	0	0	0	0	0	326,602	289,930

	13,600	87,500					320,000	421,100	421,100
1,838	10,275	4,524	5,686	66	0	6,865	29,254	33,234	
6,540	45,508	0	10,551	0	0	0	62,599	61,981	
469	266	0	0	0	0	296	1,031	1,288	
246	181	0	48	0	0	0	0	475	
9,093	69,830	92,024	16,285	66	0	327,161	513,984	518,078	

0	0	0	0	0	0	0	0	5,156	3,614
335,675	69,850	92,024	16,285	66	0	327,161	845,742	811,622	

APPROVED BY THE TRUSTEES AND SIGNED ON THEIR BEHALF:
on 20/14/2022


C Farrell
CHAIRMAN


Diane Bilmead
TREASURER

THE HARWICH SOCIETY
REGISTERED CHARITY No. 1161931

NOTES TO THE ACCOUNTS
Year ended 31st DECEMBER 2021

- 1 FORESTERS FREEHOLD PROPERTY STATED AT REBUILD COST
- 2 FORESTERS CONTENTS STATED AT REPLACEMENT COST
- 3 BOBBITS HOLE FREEHOLD LAND VALUED AT ESTIMATED MARKET VALUE
- 4 PAINTINGS AND PLAQUES VALUED AT COST
- 5 MUSEUM EXHIBITS (OFTEN DONATED) AT COST PLUS 1% PER ANNUM
- 6 TOOLS VALUED AT COST LESS 20% WASTAGE PER ANNUM
- 7 SMALL ASSETS, OFFICE EQUIPMENT WRITTEN DOWN AT 20% PER ANNUM

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE HARWICH SOCIETY

I report on the accounts of The Harwich Society for the year ended 31st December 2021, which are set out on pages 1 to 3.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The charity's trustees are responsible for the preparation of the accounts. The charity's trustee's consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

examine the accounts under section 145 of the Charities Act 2011

to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act, and

to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the 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 you as trustees concerning 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 2011 Act, and
to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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.

SIGNED *M. A. Scutcher*

NAME: MARGARET SCUTCHER

QUALIFICATION -

ADDRESS: 16 VALLEY ROAD, HARWICH, ESSEX

DATE: *11.04.2022*

THE HARWICH SOCIETY
REGISTERED CHARITY No. 1161931

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SIGNED *M. A. Scutcher*

NAME: MARGARET SCUTCHER

QUALIFICATION -

ADDRESS: 16 VALLEY ROAD, HARWICH, ESSEX

DATE: 11.04.2022