



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st January 2022 Period start date

To 31st December 2022 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 continues 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 operated as normal following the serious disruption last year during the Covid pandemic restrictions.</p>

		<p>A new attraction Christopher Jones' house was opened to the public being an iconic listed building linked to the Master of the Mayflower and the Pilgrim Fathers.</p> <p>The Bobbits Hole town wildlife area was managed, improved, and was open to the public including families with children during 2022 to promote safe accessible access to the natural environment.</p> <p>Ongoing conservation work was progressed at The Redoubt in liaison with Historic England.</p> <p>The Society website was updated 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.</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 of the period	Para 1.21	The Society was in a sound financial position at the end of the accounting period. Income exceeded expenditure during 2022 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 funds are ring fenced towards the conservation and preservation of 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 £120,377 in the designated Foresters Fund and £43,974 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 and pub quizzes, 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 seek grant support for any major preservation projects with the historic buildings in our care, but we seek to minimise this risk by undertaking surveys 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	Maria Fowler	Secretary		
4	Diane Bitmead	Treasurer		
5	Dan Beck			
6	Garry Calver			
7	Richard Colley			
8	Sue Daish			
9	Andy Schooler	Joint Vice Chairman	from 16/05/2022	
10	Robert Barham	Joint Vice Chairman	From 16/05/2022	
11	Richard Oxborrow			
12	Paul Smith		from 13/09/2022	
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	10/05/2023	

THE HARWICH SOCIETY
REGISTERED CHARITY No. 1161931

RECEIPTS AND PAYMENTS ACCOUNT
Period 1st January - 31 Dec 2022

	UNRESTRICTED GENERAL FUND	DESIGNATED REDOUBT FUND	DESIGNATED BOBBITS FUND	DESIGNATED MUSEUMS FUND	DESIGNATED SOCIAL FUND	RESTRICTED HIB FUND	RESTRICTED FORESTERS FUND	TOTAL 31 Dec 2022	TOTAL 31 Dec 2021
	£	£	£	£	£	£	£	£	£
PAYMENTS									
ITEMS FOR RESALE	2460	643		1093				4,196	2,938
HARWICH IN BLOOM FLORAL/MISC COSTS								0	4,847
REDOUBT - HOUSEKEEP & CAFÉ COSTS		682						682	592
INSURANCE	856	557	448	557			1264	3,682	4,509
LEGAL & PROFESSIONAL FEES								2,767	(200)
MAINTENANCE	260	7325	2425	2767			96	13,208	15,229
POSTAGE	1590			3102				1,590	1,419
PRINTING	3730	145						3,875	3,590
RENT PAID								253	807
STATIONERY	925			253				925	478
SUBSCRIPTIONS / DONATIONS	102							102	126
MISC COSTS	2671	231					787	3,689	3,656
MONTHLY MEETING EXPENSES								200	217
INTERNET/WEB EXPENSES	84						200	84	98
UTILITIES	2088	6460	154	2001			600	10,703	3,916
FORESTERS 200 CLUB								600	1,000
WATERFRONT DINNER								300	2,155
FIXED ASSET PURCHASE	226	1027	379	150	300			1,782	2,665
TOTAL PAYMENTS	14,992	17,070	3,406	9,923	500	0	2,747	48,638	48,042
EXCESS OF RECEIPTS OVER PAYMENTS	8,814	11,220	(1,285)	(5,283)	(265)	0	802	14,003	36,673
FUNDS AT 1st January 2022	84,020	94,335	13,535	20,262	865	0	113,586	326,603	289,930
FUNDS AT 31 Dec 2022	92,834	105,555	12,250	14,979	600	0	114,388	340,606	326,603

THE HARWICH SOCIETY
REGISTERED CHARITY No. 1161931

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	£	£	£	£	£	£	£	£	£
RECEIPTS									
ADMISSIONS		11893		3021				14,914	11,532
DONATIONS AND BEQUESTS	2337	4541	2060	723				9,661	16,185
GHOST HUNT INCOME		5710						5,710	5,300
PRIVATE HIRE FEES		1225						1,225	1,224
GRANTS								0	22,890
GUIDE PANEL INCOME	1267							1,267	842
INVESTMENT INCOME	353	342		50			1247	1,992	3,101
LECTURE AND TALK INCOME	225							225	130
MEMBERSHIP SUBSCRIPTIONS	10192							10,192	9,580
MISC INCOME	923						227	1,150	314
MISC SALES	6380	4579	61	846				11,866	8,522
QUIZ NIGHT INCOME	2129							2,129	970
FORESTERS 200 CLUB							2075	2,075	2,100
WATERFRONT DINNER								0	1,807
MONTHLY MEETINGS INCOME					235			235	218
TOTAL RECEIPTS	23,806	28,290	2,121	4,640	235	0	3,549	62,641	84,715

THE HARWICH SOCIETY
REGISTERED CHARITY NO. 1161931

ASSET STATEMENT
As at 31st December 2022

CASH FUNDS

CASH IN HAND
CURRENT - CO-OPERATIVE BANK
DEPOSIT - CO-OPERATIVE BANK
SAVINGS ACCOUNT - NATIONWIDE
UNITED TRUST BANK
CAMBRIDGE & COUNTIES BANK

TOTAL CASH FUNDS

UNRESTRICTED GENERAL FUND	DESIGNATED REDOUBT FUND	DESIGNATED BOBBITS FUND	DESIGNATED MUSEUMS FUND	DESIGNATED SOCIAL FUND	RESTRICTED FORESTERS FUND	TOTAL 2022	TOTAL 2021
£	£		£	£	£	£	£
280	220					500	478
45,394						45,394	33,403
25,000	7,500	1,000		2,000	21,500	57,000	57,000
57,223	12,000					69,223	69,223
15,000			5,050		66,517	81,517	80,710
25,308	24,254				32,360	86,972	85,788
168,205	43,974	1,000	5,050	2,000	120,377	340,606	326,602

FIXED ASSETS

PROPERTY & LAND

PROPERTY CONTENTS & EQUIPMENT

MUSEUM EXHIBITS

IT EQUIPMENT

OTHER ITEMS

TOTAL FIXED ASSETS

STOCK

STOCK - PUBLICATIONS Etc.

STOCK - HS SHIRTS.

TOTAL STOCK

TOTAL ASSETS

4,327						4,327	4,984
128						128	172
4,455	0	0	0	0	0	4,455	5,156
181,353	113,108	92,498	20,434	2,053	446,106	855,552	845,742

APPROVED BY THE TRUSTEES AND SIGNED ON THEIR BEHALF:
on

C Farrell
CHAIRMAN

Diane Bitmead
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 2022, 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. Scutcher

NAME:

MARGARET SCUTCHER

QUALIFICATION

-

ADDRESS:

16 VALLEY ROAD, HARWICH, ESSEX

DATE:

23/3/23

THE HARWICH SOCIETY
REGISTERED CHARITY No. 1161931

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SIGNED

M. Scutcher

NAME:

MARGARET SCUTCHER

QUALIFICATION

-

ADDRESS:

16 VALLEY ROAD, HARWICH, ESSEX

DATE:

23/3/23