



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

**From 1<sup>st</sup> January 2023 Period start date**

**To 31<sup>st</sup> December 2023 Period end date**

**Charity name: The Harwich Society**

**Charity registration number: 1161931**

## Objectives and Activities

Summary of the purposes of the charity as set out in its governing document	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.	<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 managing and conserving 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 maintaining an archive, publishing information, 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 the natural environment.</p> <p>The Society's sites are popular destinations for people of all ages for leisure and education purposes including supervised groups from local primary schools.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	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:

Policy on grant making	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	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	The Society would be unable to exist without the support and commitment of volunteers, including our trustees. Volunteers ensure the sites operated by the Harwich Society are managed, maintained and opened to visitors, provide guided walks, undertake research, maintain our archives and ensure the Highlight magazine is published and distributed.
Other	This organisation was formed to update the constitution of Harwich Society. On 1 <sup>st</sup> 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**

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.	<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 with 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>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. These have operated as normal following the serious disruption during the Covid</p>
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	<p>pandemic restrictions.</p> <p>Our volunteers staffed and opened to the public the new attraction Christopher Jones' house 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 2023 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 linked to social media 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 was consulted and participated in the statutory planning 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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## Financial Review

Review of the charity's financial position at the end of the period	The Society was in a sound financial position at the end of the accounting period. At the year end our liquid assets amounted to £332,544.
Statement explaining the policy for holding reserves stating why they are held	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	As recorded in the Annual Accounts we had £121,242 in the designated Foresters Fund and £43,805 in the designated Redoubt Fort Fund.
Reasons for holding zero reserves	N/a
Details of fund materially in deficit	N/a

Explanation of any uncertainties about the charity continuing as a going concern	The Society is in sound heart having over 2000 members and a sound balance sheet.
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### **Additional information (optional)**

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Membership subscriptions, museum admission fees, sales, donations and fundraising including monthly 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	We adopt low risk investments for funds held for future use to promote the objectives of the charity.
A description of the principal risks facing the charity	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.

## **Structure, Governance and Management**

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

## **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	Andy Schooler	Joint Vice Chairman		
3	Robert Barham	Joint Vice Chairman		
4	Maria Fowler	Secretary		
5	Diane Bitmead	Treasurer		
6	Dan Beck			
7	Garry Calver			
8	Richard Colley			
9	Sue Daish			
10	Richard Oxborrow			
11	Paul Smith			

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

Director name	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
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 (e.g Secretary, Chair)	Chairman	
Date	10/06/2024	

**THE HARWICH SOCIETY**  
**REGISTERED CHARITY No. 1161931**

**RECEIPTS AND PAYMENTS ACCOUNT**  
**Period 1st January - 31 Dec 2023**

**RECEIPTS**

ADMISSIONS

DONATIONS AND BEQUESTS

GIFT AID

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

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 FORESTERS FUND	TOTAL 2,023	TOTAL 2022
£	£	£	£	£	£	£	£
	13443		2552			15,995	14,914
2061	2672	832	730			6,295	9,661
2091						2,091	0
	5144					5,144	5,710
	1500					1,500	1,225
	8679					8,679	0
790						790	1,267
355	343		50		1,265	2,013	1,992
						0	225
11326						11,326	10,192
315	33				107	455	1,150
6152	5260	35	768			12,215	11,866
2704						2,704	2,129
					1,625	1,625	2,075
				2022		2,022	0
				365		365	235
25,794	37,074	867	4,100	2,387	2,997	73,219	62,641



**RECEIPTS AND PAYMENTS ACCOUNT**  
Period 1st January - 31 Dec 2023

**PAYMENTS**

ITEMS FOR RESALE  
REDOUBT - HOUSEKEEP & CAFÉ COSTS  
INSURANCE  
LEGAL & PROFESSIONAL FEES  
MAINTENANCE  
POSTAGE  
PRINTING  
RENT PAID  
STATIONERY  
SUBSCRIPTIONS / DONATIONS  
MISC COSTS  
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 2023**

**FUNDS AT 31 Dec 2023**

UNRESTRICTED GENERAL FUND	DESIGNATED REDOUBT FUND	DESIGNATED BOBBITS FUND	DESIGNATED MUSEUMS FUND	DESIGNATED SOCIAL FUND	RESTRICTED FORESTERS FUND	TOTAL 2,023	TOTAL 2022
£	£	£	£	£	£	£	£
3,326	400		357			4,083	4,196
	764					764	682
719	657	462	1211		1,339	4,388	3,682
	11400		1928			13,328	2,767
362	2494	246	18411		4,406	25,919	13,208
1,805						1,805	1,590
3,712	173					3,885	3,875
200			1710			1,910	253
677						677	925
200						200	102
3,649	570		286		380	4,885	3,689
				735		735	200
110						110	84
2,166	4371	182	1953			8,672	10,703
					1,000	1,000	600
				2401		2,401	300
758	3921	320	1520			6,519	1,782
<b>17,684</b>	<b>24,750</b>	<b>1,210</b>	<b>27,376</b>	<b>3,136</b>	<b>7,125</b>	<b>81,281</b>	<b>48,638</b>
<b>8,110</b>	<b>12,324</b>	<b>(343)</b>	<b>(23,276)</b>	<b>(749)</b>	<b>(4,128)</b>	<b>(8,062)</b>	<b>14,003</b>
<b>92,834</b>	<b>105,555</b>	<b>12,250</b>	<b>14,979</b>	<b>600</b>	<b>114,388</b>	<b>340,606</b>	
<b>100,944</b>	<b>117,879</b>	<b>11,907</b>	<b>(8,297)</b>	<b>(149)</b>	<b>110,260</b>	<b>332,544</b>	<b>14,003</b>



# THE HARWICH SOCIETY

REGISTERED CHARITY No. 1161931

## ASSET STATEMENT

As at 31st December 2023

### CASH FUNDS

	UNRESTRICTED GENERAL FUND	DESIGNATED REDOUBT FUND	DESIGNATED BOBBITS FUND	DESIGNATED MUSEUMS FUND	DESIGNATED SOCIAL FUND	RESTRICTED HIB FUND	RESTRICTED FORESTERS FUND	TOTAL 2023	TOTAL 2022
	£	£		£	£	£	£	£	£
CASH IN HAND	815							815	500
CURRENT - CO-OPERATIVE BANK	20,989							20989	45,394
DEPOSIT - CO-OPERATIVE BANK	25,000	7,500	1,000		2,000		21,500	57000	57,000
SAVINGS ACCOUNT - NATIONWIDE	72,223	12,000						84223	69,223
UNITED TRUST BANK	15,000						67,332	82332	81,517
CAMBRIDGE & COUNTIES BANK	25,370	24,305		5,100			32,410	87185	86,972
<b>TOTAL CASH FUNDS</b>	<b>159,397</b>	<b>43,805</b>	<b>1,000</b>	<b>5,100</b>	<b>2,000</b>	<b>0</b>	<b>121,242</b>	<b>332,544</b>	<b>340,606</b>

### FIXED ASSETS

PROPERTY & LAND		13,600	87,500				320,000	421,100	421,100
PROPERTY CONTENTS & EQUIPMENT	1,614	8,534	3,518	5,279	42	0	4,394	23,381	24,959
MUSEUM EXHIBITS	6,670	48,904	0	10,762	0	0	0	66,336	63,217
IT EQUIPMENT	425	469	0	0	0	0	190	1,084	981
OTHER ITEMS	390	93	0	24	0	0	0	507	234
<b>TOTAL FIXED ASSETS</b>	<b>9,099</b>	<b>71,600</b>	<b>91,018</b>	<b>16,065</b>	<b>42</b>	<b>0</b>	<b>324,584</b>	<b>512,408</b>	<b>510,491</b>

### STOCK

STOCK - PUBLICATIONS Etc.	6,300	2,139		190				8,629	4,327
STOCK - HS SHIRTS.	320							320	128
<b>TOTAL STOCK</b>	<b>6,620</b>	<b>2,139</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8,949</b>	<b>4,455</b>

<b>TOTAL ASSETS</b>	<b>175,116</b>	<b>117,544</b>	<b>92,018</b>	<b>21,165</b>	<b>2,042</b>	<b>0</b>	<b>445,826</b>	<b>853,901</b>	<b>855,552</b>
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APPROVED BY THE TRUSTEES AND SIGNED ON THEIR BEHALF:

on

C Farnell  
CHAIRMAN

Diane Bitmead  
TREASURER



**THE HARWICH SOCIETY**  
**REGISTERED CHARITY No. 1161931**

**NOTES TO THE ACCOUNTS**  
**Year ended 31st DECEMBER 2023**

- 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

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**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 2023, 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: *26.03.2024*