



Friends of Osborne

Osborne House, East Cowes, Isle of Wight PO32 6JX

Charity No. 1163175

Dear Members,

Please find attached papers for the AGM.

I hope as many as possible will be able to attend the AGM on February 24th, 2022, at 6.00 pm in the Terrace Restaurant at Osborne House. Mr David Bailey, Head of Historic Properties, will give an update of how things are proceeding in the house.

Papers

Notice of the meeting and announcing agenda

Minutes of the AGM of 17th January 2020

Annual report and accounts

Attendance / Proxy voting form.

Or alternatively use the link to connect to an online attendance form:

<https://friendsofosborne.org/agm-attendance-form/>.

Or alternatively use the link to connect to an online proxy voting form:

<https://friendsofosborne.org/agm-proxy-voting-form-2022/>.

The Trustees look forward to seeing you all at the meeting.

Mr. Philip Palmer

Treasurer and Acting Chairman

For members who do not have an email address please return the slip for attendance, and/or the proxy vote (provided in the paperwork) to the Secretary at Friends of Osborne, c.o. Osborne House.

Additionally, should you now have an email address, we can add this to our membership database.

Unfortunately, no refreshments can be offered due to the ongoing kitchen refurbishment at Osborne.



Friends of Osborne

Osborne House, East Cowes, Isle of Wight PO32 6JX

Charity No. 1163175

NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the Annual General Meeting of the Charitable Incorporated Organization will be held at the Terrace Restaurant, Osborne House, East Cowes, PO32 6JX on Wednesday, 24th February 2022 at 6:00 pm.

Agenda for the meeting:

1. Minutes of AGM on 17th January 2020 matters arising.
2. To receive and consider the Trustees' Annual report and Financial Statements for the period from 1st October 2020 to 30th September 2021.
3. To Re-elect as a Trustee on rotation.
Mr. Philip Palmer - Treasurer
4. To elect 3 new trustees.
5. To receive and respond to any questions raised by members.

Note – After adjournment of the formal meeting, Mr. David Bailey, Head of Historic Properties, will give a presentation of future projects and plans at Osborne House.

FRIENDS OF OSBORNE; Registered Charity 1163175

**FRIENDS OF OSBORNE
REGISTERED CHARITY NUMBER 1163175**

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE PERIOD
FROM 1st OCTOBER 2020 TO
30th SEPTEMBER 2021
FOR
FRIENDS OF OSBORNE**

**Osborne House Estates
East Cowes
PO32 6JX**

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FRIENDS OF OSBORNE; Registered Charity 1163175

The Trustees present their report with the financial statements of the charity for the period from 1st October 2020 to 30th September 2021.

The charity is a Charitable Incorporated Organisation with voting members in addition to its charity trustees. The trustees have adopted the provisions of the Charities Statement of Recommended Practice in preparation of the report and these statements.

OBJECTIVES AND ACTIVITIES

Objectives

The objectives of the charity are to support and assist Osborne and English Heritage in the promotion, preservation, and the use of Osborne House.

Main Activities

The charity promotes the benefits of membership of the Friends of Osborne (the Friends), which is open to all. Membership is achieved by completing an application and by the payment of an annual membership fee.

A database of members is maintained such that newsletters and invitations may be sent out to members.

Paid-up members, at present, only gain access to the grounds at Osborne, limited to 150 places per month available on a pre booking system. However, this will be pending an imminent meeting with David Bailey when we hope to reinstate unlimited access to the grounds.

Members are invited throughout the year to fund-raising events held at Osborne and elsewhere. These mostly will have a theme or focus relevant to Osborne and its history. Others may be of a social nature.

The charity's financial objectives are wholly to provide donations to the curators at Osborne to permit or promote restoration and preservation works or relevant acquisitions.

Volunteers and Voluntary Donations

The trustees have provided their services on a voluntary basis and are grateful to the many other members who work in support of the Friends on a voluntary basis.

FRIENDS OF OSBORNE; Registered Charity 1163175

INCORPORATION AND ESTABLISHMENT

The Friends received its charitable status from the Charity Commission on the 18th August 2015

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The charity is administered in accordance with its written constitution, adopted by the trustees at their first meeting of 4th September 2015. A review of the constitution will be taking place in 2022.

Trustees

The trustees are listed in this report. The constitution requires that these trustees will resign after a period of 3 years but may stand for re-election. It is a requirement that there be a minimum of five trustees but there is no upper limit to their number.

All matters of strategic importance and all application of funds are subject to approval by the trustees alone.

Induction and Training of New Trustees and Risk Management

Any and all new trustees receive a copy of the charity's constitution plus any minutes of recent members' or trustee meetings. Those appointed generally already have a high level of understanding of the Friends and its objectives and usually have previous experience relevant to serving as a charity trustee.

MEMBERSHIP, MEMBER ACTIVITIES AND RESOURCES

Membership

The trustees are pleased to report that, by 6th January 2022, the Friends had 1055 members.

Member Activities and Fundraising

The fund-raising results from the main member events held throughout the year are reported within the financial statements.

Member Resources

The Friends have a website (www.friendsofosborne.org) to promote the charity and provide information to its members. It is intended that this site will be further developed during 2022.

FRIENDS OF OSBORNE; Registered Charity 1163175

COSTS OF ADMINISTRATION

The Trustees and Committee Members apply prudence in the administration of the Friends' affairs using voluntary efforts wherever possible.

The trustees are hopeful that more members will be willing to provide email addresses for future communications such that postage, printing and stationery costs may be reduced in the future.

Gift Aid

The Friends of Osborne Charity is registered for Gift Aid. This means, where a member (who is a UK income or capital gains tax payer) can claim money for every £1 given to the charity in either subscriptions or donations.

GRANTS AND DONATIONS

The trustees are pleased to report that, during the period, the charity granted the curators at Osborne the sum of £9,200 specifically for the repair and restoration of the weathervane on the Clock House tower. In addition, the charity paid £10,593 for the repair and restoration of fencing around the grounds, which will be shown in next year's accounts.

The charity is holding funds at year-end intended to finance further conservation works at Osborne and the trustees are in discussions with the Osborne House curators in order to determine the 2022 application of those funds.

FRIENDS OF OSBORNE; Registered Charity 1163175

ADMINISTRATIVE DETAILS

Registered Charity Number

1163175

Registered Address

Friends of Osborne

Osborne House Estate

East Cowes. PO32 6JX

Resignations since last AGM:

Rob Flower	- Chairman
Marja Tolley	- Honorary Secretary
Roger Crew	- Vice Chairman
Joy Walker	- Membership Secretary

Current Trustees:

Philip E. Palmer	- Treasurer and acting Chairman
Helen McComb	- Secretary and acting Trustee
Maureen Moorman	- Membership Secretary and acting Trustee
Allison Rogers	- Trustee
Ade Johnson	- Acting Trustee

Preparer of Financial Statements

Karen Wright MAAT

12 Sandown Road

Lake

Isle of Wight PO30 9JP

Approved by the board of trustees and signed on its behalf by:

Philip Palmer

FRIENDS OF OSBORNE; Registered Charity 1163175

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE PERIOD 1st October 2020 TO 30th SEPTEMBER 2021

ACCOUNTANT'S REPORT

These accounts have been prepared on a receipts and payments basis.

This is in accordance with acceptable accounting practice for charities of this size as set out in guidance issued by the Charity Commission.

Karen Wright MAAT

12 Sandown Road

Lake

PO36 9JP

Minutes of AGM Meeting

17th January 2020

Held in the Terrace Restaurant, Osborne House at 11:00

Trustees present: Roger Crew Deputy Chairman
Marja Tolley Secretary
Allison Rogers Librarian

Apologies: Rob Flower Chairman
Phillip Palmer Treasurer

There were 50 members present and three members of English Heritage.

Apologies were received and one Proxy Vote was recorded.

Roger opened the meeting and welcomed all those present, including the Mayor of East Cowes. Roger explained that in the absence of Rob Flower, he would be chairing the meeting. He added that Philip Palmer, Treasurer, had apologized for his absence due to convalescence after a recent hip operation. Roger continued with a general apology for the 'typo errors' contained within the AGM paperwork which had not been fully proof-read, which would not happen in the future.

Roger then raised a salient point for all members urging us all to review and purchase FO merchandise.

Next, warm thanks were offered to the caterers providing refreshments before and after the meeting.

Roger then moved onto the formal business of the meeting, outlined in the agenda, inviting those present to raise any relevant questions as we move on to each item of business.

1. ***Minutes***. The minutes were discussed and matters arising included a certain dissatisfaction from the floor about errors in the Trustees' Annual Report such as incorrect dates, etc. and the clear lack of proof-reading in the paperwork. Therefore, an action point was recommended that; ***proof-reading and amending all paperwork must be implemented.*** Additionally, to save on costs and paper use, both sides of A4 paper should be used. Roger emphasized that we have a minuting secretary who will ensure accuracy of minute-taking and that criticism of our professionalism would be taken seriously.

The Minutes were accepted by the floor provided that corrections take place in due course.

2. ***To receive and consider the Trustees' Annual Report and Financial Statement*** for the period from 1st October 2018 to 30th September 2019. ***The Trustees' Annual Report was passed*** by a show of hands with two who voted against it. In the absence of Philip Palmer, Roger read out a Treasurer's Report that Philip had prepared for the meeting (enclosed with these minutes, Appendix 1). Several queries emanated from Philip's report. Therefore, it was suggested that the Honorary Secretary, Marja Tolley, should be ready to contact Philip with any urgent questions at the close of this meeting. Nonetheless, various concerns arose from the actual Statement of Financial Activities for the year ended 30 September 2019: due to these unanswerable issues on a show of hands the **Financial Statement was *not approved by the floor.***

3. ***Proposed amendments to the constitution.*** (Please refer to Appendix 2)

- Paragraph 11 (3) (b) add the word 'present' before the comma in the first line. ***Carried – 3 against.***
- Add paragraph 11 (3) (f) 'all motions or nominations for the Trustees prior to the notice of general meeting being published'. ***Carried***
- Paragraph 12 (3) (a) amend the number 5 to read 3. ***Motion Failed.***
- Paragraph 13 (2) in the first line after 'Treasurer' add 'and Secretary', change 'holder' to 'holders'. ***Carried – 5 against.***
- Paragraph 13 (3) (a) 'Osborne' to read 'English Heritage'. ***Carried – 6 against.***
- Paragraph 15 (1) (b) after '6 months' add 'or '3 consecutive meetings.' ***Motion Failed.***
- Paragraph 16, Line 2, delete the word (four). Line 3, after the word 'terms', add of '3 years' and delete the word (fifth). In the final line, change the word 3 to read 1. ***Carried – 8 against.***
- Paragraph 19 (3) (a) change the word '3' in the second line to read '2'. ***Motion Failed.***

4. ***To re-elect as a Trustee on rotation.***

Marja Tolley took over the chair ahead of the vote.

Mr. Roger Crew was re-elected unanimously.

5. Roger returned to the chair and asked for ***Questions from the floor.***

- Why was the AGM's date moved? Answer – to be closer to the accounts being closed at the end of September.
- Could the AGM be outside the 'working day'? Answer – it would be difficult to use the Terrace Restaurant in the evening. The Secretary is to liaise with English Heritage to check on the feasibility of timings other than the present arrangement.
- Why were last year's minutes so brief? Answer – the minutes were delayed in writing due to Trustee resignations, which were not foreseeable. Nonetheless, there is now a new minuting secretary in place.

The meeting was formally closed by Roger at 12.00 noon.

Mr. David Bailey, (new English Heritage title: *Head of Historic Properties, IOW & Hampshire, plus part of Dorset*), gave a presentation on the current plans in place at Osborne House, for which he was duly thanked.

FRIENDS OF OSBORNE
Registered Charity 1163175

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 SEPTEMBER 2020

RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 30 SEPTEMBER 2020

	2,020	2,019
RECEIPTS		
Subscriptions	10,356	15,325
Contribution from Gift Aid	4,536	2,611
Donations and bequests	12	100
Library income	240	675
Fundraising activities	3,744	6,488
Dinner	126	6,920
Trafalgar Day lunch	204	294
Sales	118	0
Bank interest	55	40
	<hr/>	<hr/>
	19,390	32,453
	<hr/>	<hr/>
PAYMENTS		
Donations to Osborne/English Heritage	0	0
Costs of Fundraising activities	1,326	2,125
Dinner	48	5,227
Goods purchased for resale	657	0
Repairs and renewals	58	172
Committee expenses	626	1,543
Membership expenses	449	0
Printing	0	0
Postage and carriage	110	997
Office stationery	4	6
Computer and software	435	0
Accountancy fees	50	50
Legal fees	0	60
Bank charges	0	0
Insurance	296	296
	<hr/>	<hr/>
	4,060	10,476
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SURPLUS OF RECEIPTS OVER PAYMENTS FOR THE PERIOD	15,330	21,977
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FRIENDS OF OSBORNE
Registered Charity 1163175

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 SEPTEMBER 2020

BALANCE SHEET
AS AT 30 SEPTEMBER 2020

2,020 2,019

Current assets

Bank and cash in hand

50,451 35,121
=====

Members' funds

Receipts and Payments account Balance brought forward

35,121 13,144

Surplus of receipts over payments for the year

15,330 21,977

Balance carried forward

50,451 35,121
=====

ACCOUNTANT'S REPORT

These accounts have been prepared on a receipts and payments basis.

This is in accordance with acceptable accounting practice for charities of this size as set out in guidance issued by the Charity Commission.

Karen Wright MAAT
12 Sandown Road
Lake
Isle of Wight
PO36 9JP

FRIENDS OF OSBORNE
Registered Charity 1163175

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 SEPTEMBER 2021

RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 30 SEPTEMBER 2021

	2,021	2,020
RECEIPTS		
Subscriptions	3,300	10,356
Contribution from Gift Aid	0	4,535
Donations and bequests	0	12
Library income	0	240
Fundraising activities	0	3,744
Dinner	0	126
Trafalgar Day lunch	0	204
Sales	0	118
Bank interest	5	55
	<hr/>	<hr/>
	3,305	19,390
	<hr/>	<hr/>
PAYMENTS		
Donations & Gifts	9,200	0
Costs of Fundraising activities	31	1,326
Dinner	0	48
Goods purchased for resale	0	657
Repairs and renewals	144	58
Committee expenses	108	627
Membership expenses	313	449
Printing	0	0
Postage and carriage	0	110
Office stationery	60	4
Computer and software	0	435
Accountancy fees	50	50
Legal fees	55	0
Bank charges	0	0
Insurance	266	296
	<hr/>	<hr/>
	10,227	4,060
	<hr/>	<hr/>
SURPLUS OF PAYMENTS OVER RECEIPTS FOR THE PERIOD	-6,922	15,330
	<hr/>	<hr/>

FRIENDS OF OSBORNE
Registered Charity 1163175

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 SEPTEMBER 2021

BALANCE SHEET
AS AT 30 SEPTEMBER 2020

2,021 2,020

Current assets

Bank and cash in hand	43,529	50,451
	=====	=====

Members' funds

Receipts and Payments acco	Balance brought forward	50,451	35,121
	Surplus of payments over receipts for the year	-6,922	15,330
		-----	-----
	<i>Balance carried forward</i>	43,529	50,451
		=====	=====

ACCOUNTANT'S REPORT

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Friends of Osborne

Osborne House, East Cowes, Isle of Wight PO32 6JX

Charity No. 1163175

AGM ATTENDANCE / PROXY VOTING FORM

Attendance Form

Member Details

Name Membership No.....

I / we are able / unable to attend the AGM at the Terrace Restaurant on Wednesday 24th February 2022.

Number attending

Proxy Voting Form

Member Details

Name Membership No.....

A voting member may appoint, the Chairman of the meeting or another member being entitled to vote, to act as their proxy at the AGM on Wednesday 24th February 2022.

Chairman of the meeting: YES NO

or

Other Member: YES NO

Proxy Member Details

Name Membership No.....

Signed..... Date.....

Please return this form to: The Secretary, Friends of Osborne, c/o Osborne House, East Cowes. PO32 6JX, by 10th February.