

READING SOCIETY OF MODEL ENGINEERS

England & Wales · Charity number 1163244

Details

Other names RSME

Status Registered

Legal form CIO

Registered 2015-08-21

Register [View on the Charity Commission register](#)

Contact

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Activities

Objects: 1) TO FURTHER OR BENEFIT THE RESIDENTS OF READING AND THE SURROUNDING AREA WITHOUT DISTINCTION OF AGE, SEX, SEXUAL ORIENTATION, RACE OR OF POLITICAL, RELIGIOUS OR OTHER OPINIONS BY ASSOCIATING TOGETHER THE SAID RESIDENTS AND THE LOCAL AUTHORITY, VOLUNTARY AND OTHER ORGANISATIONS IN A COMMON EFFORT TO ADVANCE EDUCATION AND TO PROVIDE FACILITIES IN THE INTERESTS OF SOCIAL WELFARE FOR RECREATION LEISURE TIME OCCUPATION WITH THE OBJECTIVE OF IMPROVING THE CONDITIONS OF LIFE FOR THE RESIDENTS.2) TO PROMOTE THE EDUCATION OF YOUNG PEOPLE AGED 12 TO 16, ON THE SUBJECTS OF BASIC ENGINEERING, MODELLING SKILLS AND MINIATURE RAILWAY OPERATION, AND PROVIDE PRACTICAL SKILLS FOR LATER LIFE AND FUTURE CAREERS. 3) TO ADVANCE THE EDUCATION OF THE PUBLIC IN GENERAL, IN THE BUILDING, OPERATION AND MAINTENANCE OF MINIATURE LOCOMOTIVES, WHICH ACCURATELY REPLICATE LOCOMOTIVES PREVIOUSLY USED IN RAIL TRANSPORT IN THE READING AND SURROUNDING AREA.

Activities: The charity provides facilities including a clubhouse and workshop for individuals with an interest in transport, model engineering and and model making to meet socially and share their interests. Also meet to work on maintaining the charity's facilities.We also encourage aged young people 12-16, to learn basic engineering, and train them to help operate the 'Prospect Park Railway'

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Education/training, Environment/conservation/heritage, Recreation
- **Who:** Children/young People, Elderly/old People, The General Public/mankind

Geography

- **Area of benefit:** LOCAL
- Reading

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£29,570	£26,333	-	-
2024-03-31	£33,330	£26,591	-	-
2023-03-31	£28,159	£24,365	-	-
2022-03-31	£17,745	£15,224	-	-
2021-03-31	£11,118	£20,280	-	-

Trustees

Name	Role	Appointed
John Billard	Chair	2019-05-30
Daniel Sebastian Stephen Rees		2025-10-23
Donald George Pickett		2023-10-04
JAMES BROWN		2019-05-30
MIKE CHALMERS		2019-05-30
NIGEL AUBREY PENFORD		2021-10-21
PETER MICHAEL CULHAM		2021-10-21
STUART KIDD		2021-10-21

READING SOCIETY OF MODEL ENGINEERS

England & Wales - Charity number 1163244

Accounts

Reading Society of Model Engineers

Registered Charity (CIO) 1163244

TRUSTEES ANNUAL REPORT 2024/2025

AGM Agenda

The tenth Annual General Meeting of the charity will be held in the RSME Clubhouse, 82 Bath Road, Reading RG30 2BE on 23rd October 2025 at 19.30 for the following purposes:

- 1.** To accept apologies for absence.
- 2.** To note the minutes of the 2024 Annual General Meeting held on 24th October 2024 and any matters arising.
- 3.** To accept the Presidents Report 2024/2025
- 4.** To accept Section reports
- 5.** To accept the Trustees Annual Report for year ended 31st March 2025
- 6.** To receive and accept the Trustees Financial Statements and Accounts for year ended 31st March 2025
- 7.** To consider and vote on any motions proposed.
- 8.** To elect Trustees
- 9.** To present the Presidents Cup
- 10.** To transact any other business as agreed by the Chair

2. Minutes of 2024 Annual General Meeting held on 24th October 2024

John Billard gave an opening address and explained his position as Chair of the meeting meant he was not acting as chair of the trustees, but as chair of the AGM.

There was a minute's silence for club members who have passed away in the last year.

2.1. Apologies

Apologies were received from Mr A Bray Mr E Brown Mr P Jennings

Mr A Midwinter Mr A Thatcher

2.2. Minutes of 2023 RSME AGM.

The Chair recommended to the meeting that the 2023 minutes be formally accepted, and this was agreed.

2.3. Matters Arising:

The following matters arising were noted in section 9 of the minutes of the 2023 AGM:

A member asked whether it would be possible to replace the sink and pan in the members toilet? - *This has been resolved by cleaning.*

A member asked if there is a planned end date for when work on the raised track carriages will be complete. - *Maintenance work to the carriages is ongoing.*

A member asked if the club is still planning to get a defibrillator? - *Now installed in the lobby.*

A member asked if the club should have a first aid person. *The club has decided not to pursue as it would be difficult to have first aiders who are available to attend all events.*

A member said the first aid box needs restocking. *This has been done, and the first aid box is now regularly checked.*

A member asked if more could be done to improve communication amongst members. - *This is recognised as an ongoing issue.*

A request was made for a Christmas card to be arranged for Les Dawson. - *Done*

A member asked what is being done about future planning for the club - *This is a standing item at Trustee meetings.*

A member asked when the workshop refurbishment will be complete. - *Now complete.*

A member asked if a hearing loop is being fitted to the clubhouse. –

Now fitted.

A member raised a question about safety precautions to prevent a locomotive from running away from a train. - *The Trustees confirmed they are satisfied with the current arrangements. (At the 2024 meeting a member questioned what would happen in the case of a runaway electric locomotive and it was pointed out the club controllers all have sprung loaded speed regulators, which turn off the power if the controller is dropped.)*

2.4 The following reports for 2023/24 were received by the meeting:

- Presidents Report
- Prospectus Editor's Report
- Parks and Gardens

2.5 The Chair recommended to the meeting that the Trustees Annual Report for the year ended 31st March 2024 be formally accepted, and this was agreed.

2.6. Financial statements and accounts 2023/24

John Billard confirmed the Trustees have approved the financial accounts for 2023/24.

The Chair recommended to the meeting that the Financial Statements and Accounts for the year ended 31st March 2024 be accepted, and this was agreed.

2.7. To consider and vote on any motions proposed

Peter Culham presented the following motion:

“The Trustees recommend that the raised track extension should be formally terminated. RSME does not have the resources to sustain it and it would severely affect our car park which is essential for our present activities. Accordingly, the RSME restricted funds shall be released and monies returned to those who have donated for this purpose.”

Some members were concerned about terminating this project when so much time and effort have already been put into the raised track extension. A member asked if it would be possible for the track extension to still be an aspiration for the club or whether it would be possible to contract out the construction work. The AGM chair reminded the meeting the motion could

only be accepted or rejected and if it is accepted there is nothing to stop a new project to build a raised track extension in the future.

The motion was put to a vote. 14 members voted to accept the motion and 6 members voted against the motion. The Chair confirmed the motion was accepted.

2.9. Election of Trustees

The Chair advised that nominations had been received for three trustees who were due to retire in rotation at this meeting and there is one unfilled Trustee vacancy. The Chair advised that nominations had been received for:

Ernest Brown (Jim) John Billard Mike Chalmers

There being no other nominations, these were declared elected. This means there are now seven serving trustees.

Miriam Farley has been acting as a co-opted trustee to provide legal advice and will be co-opted again for 2024-25.

John Billard reminded members they are invited to attend and observe trustee meetings. These are listed in the Prospectus calendar.

2.10. Presidents Cup

The President's Cup is awarded to a club member to recognise service given to the club by a member over the previous 12 months. The 2024 Presidents Cup was awarded jointly to Mike Sinclair and Alan Thatcher. .

2.11. Any Other Business - as agreed by the Chair

2.11.1 - A Christmas lunch is being arranged for the 19th of December 2024.

2.11.2 - A concern was raised about members not attending the AGM due to it occurring on a dark evening. A possible solution is to have the AGM at the weekend during the day. - Action trustees to consider for 2025.

2.11.3 - A member asked if some form of lighting could be provided at the entrance to assist with opening and closing the site in the dark. Action - trustees to consider.

2.11.4 - Members who are in full time employment find it difficult to participate in the Wednesday workday activities. A member asked if it would be possible to arrange weekend working parties? - Action trustees to consider.

2.11.5 - A member asked if the club could introduce a process for disposing of assets? This would have two purposes - 1. To alert members that an asset that they might believe is useful to the club is being disposed of. 2. To offer the asset to all club members at a fair market price. Action - trustees to consider.

2.11.6 - A member asked what was happening about maintenance of the raised track. Action – trustees

2.11.7 - A member requested improvements to the raised track unloading ramp, such that a member can unload/load a locomotive on their own. Also can the area around the ramp be marked as a no waiting area. - Action – trustees

3. PRESIDENT'S REPORT 2024/2025

I am pleased to present my report as RSME president for the past year. I look back on it as a year of success with members working hard to make it so. The club running days are central to what we do. Private parties have continued to play an important role albeit on a slightly reduced basis so it's not to press too hard on our willing members. The club boiler inspector Nigel Penford is always kept busy, and I would like to pay tribute to the work he does for us.

The monthly public running days have reached new heights of activity which brings a good income for us. I must not forget the efforts that go into this, and this includes the early setting up and the later putting away. It must be remembered that membership of the club includes a commitment to help its operations and the more we have the lighter the load particularly on days like this. After much work the running of the raised track carriages has improved considerably. I would like to thank all the members who have been involved in this success.

Two years ago, we reduced our subscriptions to a simple £20 a year for nearly all members. Recruitment of members is the most important thing we do, and I believe this has helped this increase. This includes several younger people. These are the future of our club.

Much of the work which goes on around our site is unseen despite its importance. We are grateful to our gardening gang for this everlasting task. These operate mainly on Wednesdays and the work by others includes essential site maintenance. This continues weekly and entails vital track improvements including sleeper replacement on the raised track which is a huge task. At ground level work is having to be done to keep the track stable and level. On a more mundane basis painting is being undertaken around the site which

includes the railings - a massive task. I remain surprised and impressed by the level of skills and dedication shown by our members.

As president I have been able to see the work of our trustees throughout the year during the monthly meetings. This involves formal duties in respect of the Charity Commission and dealing with the everyday items that constantly require attention. Every trustee deserves our thanks for the time which is put in on our behalf. But it should not be forgotten that much of this heavy work has been done by the same few people who are not getting any younger. There is a plea for more volunteers as the club cannot be sustained indefinitely on the present basis.

In conclusion I recall the Open Day held in June where we were able to welcome several fellow clubs with their engines. Our site looked a picture within its park setting. Our tracks were busy that day and I was pleased to hear many compliments about the way we operate and the smoothness of our railways. We have no worries of tenure, and we have a good membership base including very hard-working people. We are very lucky to be part of the Reading Society of Model Engineers.

John Billard, President

4. Section Reports

4.1 Editor Prospectus

Twelve issues of the PROSPECTUS have again been produced this year all just about to schedule apart from the June 2025 issue which was delayed because of technical problems in the editorial office.

Contributions have remained a continued problem resulting in reduced pages. I am nevertheless thankful to all contributors some writing at short notice.

PROSPECTUS reflects the interest shown in it by members. As before I would welcome all items including some non-railway topics from time to time reflecting the wide interests that I know exist among the membership.

I have continued to submit copies to MODEL ENGINEER & WORKSHOP for inclusion in its Club Notes.

Electronic posting has a vital role and I would like to thank Stuart Kidd and Stephen Millward for their help in the distribution to the membership. Hard copies are produced and sent by Royal Mail to members who require them.

Please help by contributing. Everyone has a tale to tell. Editor permitting, almost any subject may be acceptable to suit our readership.

The July 2025 edition of PROSPECTUS is the 240th produced under my editorship. I have decided that I shall retire as editor upon reaching the 250th. I hope that a new editor can be found to continue as before.

John Billard

Editor

4.2 OO Group

OO GROUP REPORT 2025

The past year has seen a start in the OO group's activities towards building an alternative and smaller terminus on the branch line extension. We have been able to salvage 3 baseboards from the former N gauge group and have designed a 3-platform station with passenger and goods facilities, also a turntable. This action has come at a time when we have a growing number of younger members joining us. The old layout is working perfectly well and is popular.

We continue with a running evening on the first Tuesday of the month when we put up the extension branch line and terminus. This has already attracted a lot of attention among other club members, some of whom have never seen the layout in its entirety since it was only ever seen when it was taken to Club exhibitions some time ago. The main object of this layout was to entertain our group members and provide a stimulus to encourage new members. Other Tuesday evenings are set aside for repairs, modifications and other maintenance.

Mike Sinclair

4.3 Parks and Gardens

RSME gardening 2024-25

After a wet winter there is much blossom and bright green foliage around our railway. While wildflowers seem reluctant to grow for us much of our other plantings seem to be thriving and growing. Our western mixed hedge is particularly fine and has been covered in blossom. The Bath Road hedge after a very slow start is now looking more promising.

The bed by the clubhouse door has filled in nicely, kept in order by Jim Cusworth's structures. Many of the plants are associated with departed members. Harold' Eadie's Christmas tree is now growing cones and dwarfs the house it came from. Brian Haddenham was responsible for most of the hazels which are now substantial bushes.

Ongoing maintenance is carried out by our members.

Thanks to Andrew Day and John Evans for all their grass mowing and strimming, and to Charles Benham for his diligent planting and watering. Autumn leaf clearing is an 'All Hands' operation and thanks to all those who take part. The leaves go into our refurbished compost heaps before being applied as mulch in a steady form of recycling. Thanks also to the club for providing us with the tools for the job. In the coming year we will continue to add to and maintaining the plantings, and members plant contributions are always welcome.

George Saffrey

5. Trustees Annual Report 2024/2025.

This report has been prepared in accordance with the Charity Commissions Guidance – on Charity reporting and accounting.

5.1 Summary of the objects of the RSME as set out in its governing documents.

- To promote for the benefit of the inhabitants of Reading and surrounding areas the provision of facilities for recreation or leisure time occupation in the field of model engineering and allied subjects.
- To promote the education of young people aged 12 to 16, on the subjects of basic engineering, modelling skills and miniature railway operation.
- To advance the education of the public in general, in model engineering, and in the building, operation and maintenance of miniature locomotives

5.2 Activities undertaken by the RSME for the public benefit in relation to the objects.

When planning our activities for the year, the trustees always keep in mind the Charity Commission's Public Benefit Guidance and have due regard to it when exercising any powers or duties to which the guidance relates.

5.3. Governance and management arrangements

The Reading Society of Model Engineers is a Registered Charity (Charitable Incorporated Organisation) number 1163244, with liability limited to an amount not exceeding £1 (one pound) per member in event of the winding up of the charity.

The principal governance document is the Constitution dated 2nd July 2015, which was adopted at the General Meeting of the society held on 17th September 2015.

5.3. Trustees function and duties

The trustees shall manage the affairs of the CIO and may for that purpose exercise all the powers of the CIO.

It is the duty of each charity trustee: to exercise his or her powers and to perform his or her functions as a trustee of the CIO in the way he or she decides in good faith would be the most likely to further the purposes of the CIO.

The CIO has power to do anything which is calculated to further its objects or is conducive or incidental to doing so.

'All decisions concerning the charity are taken by all the trustees, acting collectively and as a team.' (See *'The Essential Trustee' - Charity Commission*)
However, the decisions need not be unanimous, a majority decision is sufficient. Any decision of the trustees is final.

5.4 Charity trustees

The (7) trustees of the CIO are:

Ernest Brown (Treasurer), Michael Chalmers, Peter Culham, Stuart Kidd, (Secretary to the Trustees) Nigel Penford, John Billard (Trustee Chair), Donald Pickett.

Election of Trustees

At every Annual General Meeting of the members of the CIO, one third (three at present) of the elected trustees retire from office. The trustees, who retire, are those who have been longest in office. The vacancies so arising will be filled by the decision of the members at the annual general meeting. The trustees retiring by rotation at this AGM are.

Peter Culham Stuart Kidd Nigel Penford

There are therefore a total of three trustee vacancies at this AGM.

5.5 Appointment of Officers

President

The President acts as the “figurehead” of the Society.

The post of President will be held by a member of long standing and be well respected within the club. The President acts as a figurehead of the RSME. The President does not have a vote at Trustee meetings.

The President will serve for a period of three years, or earlier if the holder wishes to renounce the position. This may be extended with the agreement of members.

John Billard was appointed in October 2022 to serve as our President for a period of three years, or shorter should he wish to renounce the position, This may be extended with the agreement of members.

Vice President

The post of Vice President is awarded to recognise Members who have had a significant impact on the development of the charity. There are currently two Vice Presidents, Mike Sinclair and Jim Brown. It is not the current intention of the trustees to make further appointments.

Trustee Secretary

The Secretary is appointed by the trustees for such time (normally 12 months) as they may think fit. The role of the Secretary is to provide administrative support to the trustees. The post does not have any executive powers.

Treasurer

The trustees may from time to time appoint a Treasurer or Honorary Treasurer

Trustee Chair

The trustees may from time to time appoint a Chair of the trustees.

5.6 Safeguarding of Children and Young People

It is the policy of the trustees of the RSME that:

The child's welfare is paramount.

All children whatever their age, culture, disability, gender, racial origin, religious belief and/or sexual identity, have the right to protection from abuse

All suspicions and allegations of inappropriate behaviour will be taken seriously and responded to swiftly and appropriately.

The RSME Child Protection Code of Practice based on recommendations from the NSPCC was last reviewed by the trustees in 2021, Two trustees have attended seminars on Child Protection issues at Reading Voluntary Service

Five trustees and three members have been DBS checked.

The Trustees last reviewed the Code of Practice in 2024

5.7. Membership

Membership at the end of March 2024 was 91 full members and 5 junior.

6. Financial Statements and Accounts

6.1 Examination of accounts

Independent Examiner

The trustees use a checklist provided by the Charity Commission to undertake an internal annual review of our financial controls against the legal and good practice recommendations of the Audit Commission. (See CC8)

The trustees are responsible for the preparation of the accounts. The trustees considered that audits under the Charities Act, were not required for either 2023/24 or 2024/25. The trustees however agreed that an independent examination was required.

The trustees appointed an Independent Examiner who has carried out an examination of the charity's accounts in accordance with the General Directions given by the Audit Commission.

Following her examination of the 2023/24 accounts, the Independent Examiner reported that no matters had come to her attention which gave her cause to believe that in any material respect the accounts did not accord with the accounting records.

6.2. Summary of accounts

6.3. Receipts and Payments 01/ 04/2024 to 31/ 03/2025

The report is set out on form CC16a. Copy of form distributed with the Trustees Annual Report for member approval

6.4. Accounting Convention and Practice

The trustees have agreed that the accounts will be prepared on a receipts and payments basis. This is the simpler of the two methods recommended by the Charity Commission.

The coding structure for the income and expenditure reflects Charity Commission recommendations.

The trustees have also kept under review the internal financial controls of the Society, against the legal requirements and good practice for a charity, as set out in guidance from the Charity Commissioners.

- All financial documents are retained in the clubhouse.
- Wherever possible BACS is now used for payments and card terminals for receipts. The latter have proved very successful at Public Running.
- New procedures for the provision of floats for Public Running etc. and the counting and reconciliation of cash income have been introduced.

6.5. Trustees Remuneration and Benefits

There was no trustee's remuneration, or other benefits, or expenses paid for the year ended 31/3 /2025. All trustees give their time voluntarily. None of the trustees hold title to any property belonging to the RSME.

6.6. Income

Birthday Parties and Public Running and Santa days

The RSME's principal sources of income are through the organisation of Birthday Parties, operation of the miniature railway and Santa days. Income for the year 20024/25 was Birthday Parties £5775, (£7440- 2023/24) and Public Running £9455, (£10922 – 2023/24). Santa produced £7992 of income with expenses of £4653 giving a surplus of £3339 (surplus 2023/24 £2613).

Subscriptions

Subscription income for the year 2024/25 amounted to £1780 and £1660 for 2023/24. Subscriptions have been reduced to £20 across the board with juniors free.

The trustees have delegated authority to the Membership Secretary to approve concessionary subscription rates where applicable.

Grant Aid

No grant aid was received in the year ended 31/03/2025.

6.7. Expenditure

The main items of expenditure (over and above our normal annual running costs of insurances etc.) during the financial year are included in the accounts under various headings.

Purchase of Assets.

Defibrillator	£1198
Workshop refurbishment	£5964

The project to refurbish the Workshop was started in March 2023 and £3940 was spent in that financial year. The total expenditure over the last two years therefore amounts to £9904 against a budget agreed at the outset by the Trustees of £10,000

Electricity

It is difficult to compare expenditure year on year. In the year ending 31/03/2023 our electricity tariff was greatly increased but government subsidy was available for part of the year and only three quarterly bills were received. The final quarters bill £1042, was not received until April 2023. For the last 3 years the bills received were as follows.

2022/23	£806 (only 3 quarters)
2023/24	£2881 (5 quarters)
2024/25	£1400 (4 quarters)

A new 3-year fixed tariff has been agreed from 1/5/2025 which should see our bills fixed at approximately £1650 per annum until 30/4/2028 providing usage remains at current levels.

Truck and Loco maintenance

Total expenditure under this heading was £2021 with £1385 attributable to Raised Track passenger trucks. Of the remainder £410 was for a new controller

for one of the battery electric locomotives and the rest for small items for the electrics and Ground level passenger trucks.

Other Expenditure

Governance costs totalling were incurred totalling £397, being Independent Examiners fee £360, Federation membership £10, and travel costs re Federation AGM of £27.

Card processing fees (Sum Up) incurred were £285 in 2024/25 (1.69% of sales) and £97 in 2023/24

6.8. Liabilities

As at 31/03/2025 there were no liabilities outstanding

6.9. Unrestricted and restricted funds

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees. Restricted funds can only be used for restricted purposes within the objects of the charity. Restrictions arise when specified by a donor, or when funds are raised for a particular purpose.

6.10. Trustees' policy on Reserves

At the end of the financial year the accumulated funds amounted to £53,620. The Trustees, as part of their Reserves Policy, have agreed to aim to hold at between £10,000 and £15,000 in reserves at the year end. These funds are held in order to meet any unforeseen expenditure that may occur. The remaining balance of the cash held at the bank, £38,620 has been provisionally allocated by the trustees against the following projects in 2025/26:

- Restricted funds	£5,193
- Raised track renewal	£5,000
-Ground Level Track renewal	£5,000
-Unloading ramp	£1,000
Tree survey	£1,000
-90 day fixed deposit	£10,000

-Unallocated

£11,407

6.11. Gift Aid

The RSME has registered with the HMRC for Gift Aid. Records are being kept of significant donations. Work has commenced on a claim to be submitted during 2025/6.

6.12. Grants

The organisation does not have a grant making policy to either external organisations or individuals. The trustees will support members should they wish to organise a Fund-raising event for a locally based charity, using the club's facilities on not more than one occasion in a year.

Jim Brown

Treasurer

Stuart Kidd

Secretary to RSME Trustees

Reading Society of Model Engineers

Receipts and payments accounts

CC16a

For the period
from

01/04/2024

to

31/03/2025

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
VOLUNTARY RECEIPTS					
Small Donations (Gift Aid)	882			882	489
Gift Aid Donations	100			100	150
Donations Other	828			828	1112
FUND RAISING TRADING					
Birthday Parties	5775			5775	7440
Santa Specials	7992			7992	6932
Other Income	420			420	2317
CHARITABLE TRADING					
Refreshments	1497			1497	1408
Subscriptions	1780			1780	1660
Public Running	9455			9455	10922
Members Activities	22			22	308
OTHER RECEIPTS					
Bank Interest	644	79		722	591
Sub total (Gross Income)	29395	79	0	29473	33329
A2 Asset and investment sales					
SALE OF FIXED ASETS	175			175	100
SALE OF INVESTMENTS	0			0	0
Sub total;	175	0	0	175	100
Total Receipts	29570	79	0	29648	33429
A3 Payments					
FUND RAISING TRADING					
BIRTHDAY PARTIES	426			426	550
SANTA SPECIALS	4653			4653	4319
OTHER EVENTS	512			512	0
CHARITABLE ACTIVITIES					
REFRESHMENTS	1498			1498	1196
YOUNG ENGINEERS	0			0	0
GOVERNANCE COSTS	397			397	1691
MEMBERS ACTIVITIES	201			201	633
CLUBHOUSE	941			941	1233
ELECTRICITY	1400			1400	2881
INSURANCES	4539			4539	4332
RENT AND RATES	1281			1281	1005
PRINTING/ STATIONERY COMMS	869			869	1389
RAISED TRACK	41			41	141
GROUND LEVEL	234			234	468
LOCO AND TRUCK MAINTENANCE	2021			2021	2663
GROUNDS MAINTENANCE	408			408	2018
WORKSHOP AND STORAGE	6068			6068	1509
CONSUMABLES	558			558	563
Card reader fees	285			285	97
Sub total;	26333	0	0	26333	26687
A2 Asset and investment purchases					
Raised Track project	0			0	0
Purchase of assets	1199			1199	6369
Purchase Of investments					
Sub total;	1199	0	0	1199	6369
Total Payments	27532	0	0	27531	33056
Net of receipts/(payments)	2038	79	0	2117	373
A5 Transfers between funds	0	0	0	0	0
A6 Cash funds last year end	46389	5114	0	51503	51130
Cash funds this year end	48427	5193	0	53620	51503

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Section B Statement of assets and liabilities at the end of the period

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £
B1 Cash funds			
Cash in hand	145		
Barclays Bank current accounts	1604		
Barclays Bank deposit accounts	46678	5193	
	48427	5193	0

	Fund to which asset belongs	Cost (optional)	Current value (optional)
B2 Other monetary assets			
NIL			

	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			
NIL			

	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			
Clubroom and associated buildings	Unrestricted		
Clubroom equipment	Unrestricted		3660
Workshop equipment	Unrestricted		6600
Office equipment	Unrestricted		250
Ground and raised track infrastructure	Unrestricted		28000
Gardening equipment	Unrestricted		7950
Miniature railway rolling stock	Unrestricted		59750
Model railways and models	Unrestricted		10950
Gazebos	Unrestricted		1500

	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			

Signed by one or two trustees on behalf of all the trustees

Signature

Print name

Date of approval

Stuart Kidd

E J BROWN	12/01/2026
S N KIDD	12/01/2026



Section A Independent Examiner's Report

**Report to the trustees/
members of**

Reading Society of Model Engineers

**On accounts for the year
ended**

31st March 2025

Charity no

1163244

Set out on pages

1-2

**Respective
responsibilities of
trustees and examiner**

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent
examiner's statement**

My examination was carried out in accordance with 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 the trustees concerning any 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 material matters have come to my attention which gives me cause to believe that in, any material respect,:

- the accounting records were not kept in accordance with section 130 of the Charities Act other than that disclosed below; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

20th January 2026

Name:

Rachel Eden

Relevant professional qualification: FCMA (Fellow of the Chartered Institute of Management Accountants)

Address: Holy Brook Associates, Curious Lounge, 1st Floor, Pinnacle Building,
Tudor Road, Reading, England,
RG1 1NH

Section B Disclosure

READING SOCIETY OF MODEL ENGINEERS

England & Wales - Charity number 1163244

Accounts

Reading Society of Model Engineers

ANNUAL REPORT

AGM Agenda

24 October 2024

Registered Charity (CIO) 1163244

The tenth Annual General Meeting of the charity will be held at 7.30pm at the RSME Clubhouse, 82 Bath Road, Reading RG30 2BE on Thursday 24 October 2024 for the following purposes:

1. To accept apologies for absence.
2. To accept the minutes of the 2022/ 2023 Annual General Meeting held on 16th November 2023
3. Matters arising from the minutes
4. To accept the Presidents Report 2023/2024
5. To accept other reports
 - a) Editor
 - b) 00 section
 - c) Parks and Gardens
6. To accept the Trustees Report for year ended 31st March 2024
7. To receive and accept the Financial Statements and Accounts for year ended 31st March 2024
8. To consider and vote on any motions proposed.
9. To elect Trustees
10. To present the Presidents Cup
11. To transact any other business as agreed by the Chair

2. Minutes of 2023 Annual General Meeting held on 16th November 2023, RSME Clubhouse.

John Billard gave an opening address and explained his position as Chair of the meeting meant he was not acting as chair of the Trustees, but as chair of the AGM.

There was a minute's silence for club members who had passed away in the last year.

1. Apologies

Mr M Andrew, Mr R Ashfield, Mr M Brooks, Mr P Jennings.

2. Minutes of 2022 RSME AGM

3. Matters arising:

- The proposed change to a flat rate subscription has been implemented and appears to be successful.
- Members access to club facilities has been increased. The club is grateful to Mike Sinclair who has been arranging twice monthly club running.
- The clubhouse alarm has been installed.
- The Trustees continue to review processes to protect against fraud. The club's financial accounts undergo an independent examination, which also make recommendations against fraud.

3. *Presidents Report, the Chair recommended to the meeting that the Presidents Annual Report for the year ended 31st March 2023 be formally accepted and this was agreed.*

- *John Billard thanked the membership for their continued dedication and hard work that ensured the RSME had a successful year in 2022/23 and puts the club in a strong financial position.*

The long term future of the club is being secured by a 10 year lease with the Council.

The future of the club also depends on having sufficient members, and our membership has grown from a post covid low of 60 to the current figure of over 100.

The Chair recommended to the meeting that the 2022/2023 AGM minutes be formally accepted, and this was agreed.

4. Trustees annual report 2021/2022

The Chair recommended to the meeting that the Trustees Annual Report for the year ended 31st March 2022 be formally accepted, and this was agreed.

5. Financial statements and accounts 2021 /2022

Ernest Brown gave a brief introduction to the financial statements and accounts for the year ended 31st March 2023. The Chair proposed these be formally accepted, and this was agreed.

As required by the Charity Commission, the RSME accounts for 2022/23 are being independently examined by Holy Brook Associates of Reading, who have also been asked to make any general recommendations on our finance processes and controls

6. To consider and vote on any motions proposed.

The Chair confirmed that no motions had been received for consideration

7. Election of Trustees

Three trustees were due to retire at this meeting and there was one unfilled Trustee vacancy. The Chair advised that nominations had been received for

Stuart Kidd, Peter Culham, Nigel Penford and Donald Pickett
There being no other nominations, these were declared elected

8. Presidents Cup

The President's Cup is awarded to a club member to recognize service given to the club by a member over the previous 12 months.

The 2023 President Cup was awarded to Jacqueline Lunnon in recognition of her support and dedication to the club's activities.

9. Any other Business - as agreed by the Chair.

- 9.1 A member asked whether it would be possible to replace the sink and pan in the members toilet?
- 9.2 A member asked if there is a planned end date for when work on the raised track carriages will be complete.
- 9.3 A member asked if the club is still planning to get a defibrillator?
- 9.4 A member asked if the club should have a first aid person.
- 9.5 A member said the first aid box needs restocking
- 9.6 A member asked if more could be done to improve communication amongst members.
- 9.7 A request was made for a Christmas card to be arranged for Les Dawson.
- 9.8 A member asked what is being done about future planning for the club
- 9.9 A member asked when the workshop refurbishment will be complete/
- 9.10 A member asked if a hearing loop is being fitted to the clubhouse
- 9.11 A member raised a question about safety precautions to prevent a locomotive from running away from a train.

3. PRESIDENT'S REPORT 2023/2024

I am pleased to present my report as RSME President for the past year. In many ways it has been highly successful with our members making huge contributions to make it go this way. Visits to our club running days on Saturdays always bring pleasure with numerous engines on our tracks and our indefatigable boiler tester at his work.

But that is only one aspect of what we do. We have had a full year of private parties and our public running has reached a new level of activity. This is measured by the number of cars in our car park ably guided by our two parking attendants; a vital job.

For all this we need engines to run and carriages to pull. Steam locomotives require constant maintenance to do their job and this is usually something for the home workshop. That goes for the electrics too. All year I have seen dedicated efforts being made to ensure that we have a good running fleet of passenger carrying vehicles. Another carriage has been added for the ground level trains and this has made a big difference to our traffic requirements.

Having spent a couple of stints in the ticket office recently I have seen at first hand what pleasure we are giving to our public. It still surprises me to have so many on their first visit and it is up to us to make sure that they return.

The income generated by these events has not only funded improvements to our site but it has also allowed us to reduce our subscription to £20 for everybody together with a free subscription for junior members. Last year I had hoped that this new scheme might increase our membership to over 100. I'm delighted to find that this objective was successful although numbers have slipped back a little since. Recruitment of members is the most important thing we can do to secure our future.

After considerable efforts by the trustees I'm also very pleased to report that we have now finalised a 10 year lease with Reading Borough Council with an automatic option to renew. This gives us a security of tenure which would be the envy of many other clubs.

Much of the work which goes on around our site largely goes unseen despite its importance. But not so for our new workshop, now virtually complete. This has been a huge effort, completely stripping out the old, disposing of much surplus equipment and starting again with the whole thing. I'm constantly amazed by the skills and dedication shown by our members and this is a good example.

Over the past year monthly talks have continued for members and generally these have been well attended. Recently we have had everything from horses to iron ore. If any member has contact with someone to keep our programme going it will be good to hear from them.

In the summer we were able to organise a very happy visit to Fawley to experience the McAlpine collection which included a spectacular train ride, not only that, transport was provided by an ex Reading Council bus which would have been familiar to our older members. Visits are something the trustees would like to continue, and any ideas let me know.

As President I have also been able to see the work of our trustees throughout the year during the monthly meetings. As well as looking after its formal duties via the Charity Commission, it organises the work to be done, plans for the future, and deals with those everyday items which crop up every time. Any concerns or comments that the members may have about the Society can be addressed to the trustees and this will be dealt with as quickly as possible. Members are reminded that they may observe these meetings in person.

There is however a bit of a health warning here. Much of the heavy work at RSME has been done by the same few people who are not getting any younger. If our success is to be continued into the future a plea for more volunteers cannot be sustained indefinitely.

As well as a regular retirements by rotation for re-election, Stephen Millward will be standing down as a trustee and I would like to thank him for his valuable contribution during this time.

Stephen will not be going away and I know that he will continue to help RSME as much as possible.

It has been a privilege to serve as your President and I present this report for your approval.

John Billard

14 October 2024

4. Reports

Editor Prospectus

Twelve issues of the PROSPECTUS have again been produced this year all just about to schedule.

Contributions have become a problem recently resulting in reduced pages. I am thankful to all contributors including John Spokes and Alec Bray for producing excellent material at short notice.

PROSPECTUS reflects the interest shown in it by members. As before I would welcome all items including some non-railway topics from time to time reflecting the wide interests that I know exist among the membership.

I have continued to submit copies to MODEL ENGINEER for inclusion in its Club Notes. Generally this has worked until I took exception to a comment by the Club Editor about a submission by one of our contributors. Thankfully this has now been resolved following a letter to the Editor and normal service will now be resumed.

Electronic posting has a vital role and I would like to thank Stuart Kidd and Stephen Millward for their help in the distribution to the membership. Hard copies are produced and sent by Royal Mail to members who require them.

Please help by contributing. Everyone has a tale to tell. Editor permitting, almost any subject may be acceptable to suit our readership.

The October 2024 edition of PROSPECTUS is the 232rd produced under my editorship.

John Billard

00 Group

During the past year we have lost two valuable adult members, however we still have four adult members and four junior members.

We are currently building a new smaller terminus station on three baseboards salvaged from the N gauge group which has disbanded. This will consist of three or more platform roads together with storage sidings for goods and parcels traffic. There will also be a turntable at the end of the platform roads. Most of the work so far is using surplus materials from stock. The purpose of the new station is to encourage newcomers and junior members into the hobby and to provide for an easier alternative to our large terminus which is more difficult to erect.

The smaller terminus will be a better alternative to the traverser which has limited function and is troublesome. We are trying to encourage more of the junior members to run the layout on public running days.

It would be helpful if we could encourage some more adult members.

Mike Sinclair

Parks and Gardens

George Saffrey, Charles Benham, Andrew Day, John Evans

Grass cutting

Andy and John have been largely responsible for maintaining the grass. As much of it is used for the car parking this is an important activity.

Track margins

Blackberries and other fast growing plants require frequent cutting back to clear the raised track. The same applies to the low branches of trees in the wood.

Bath Rd hedge

The council cut back the pavement margins. The new hedge which was planted on top of the bank has failed in parts and is largely overgrown by elm suckers. A one metre strip of the inside of the hedge was cleared by a contractor. Blackberries have largely reclaimed this area. The only solution may be to dig out the roots.

Wild flower meadow

Although the first year was considered a success very few of the annual plants have established themselves. A rethink is necessary.

General

Our site is approximately two acres. Over the years a number of shrubs, trees and bulbs have been planted which has greatly improved the appearance of the site and we receive compliments from visitors.

However the gardening team is small. Any green fingered club members who fancy joining us would be very welcome there's always a lot to do.

5. Trustees Annual Report 2023/2024.

This report has been prepared in accordance with the Charity Commissions Guidance – on Charity reporting and accounting.

Summary of the objects of the RSME as set out in its governing documents.

- To promote for the benefit of the inhabitants of Reading and surrounding areas the provision of facilities for recreation or leisure time occupation in the field of model engineering and allied subjects.
- To promote the education of young people aged 12 to 16, on the subjects of basic engineering, modelling skills and miniature railway operation.
- To advance the education of the public in general, in model engineering, and in the building, operation and maintenance of miniature locomotives

5.1 Activities undertaken by the RSME for the public benefit in relation to the objects.

When planning our activities for the year, the trustees always keep in mind the Charity Commission's Public Benefit Guidance and have due regard to it when exercising any powers or duties to which the guidance relates.

5.2. Governance and management arrangements

The Reading Society of Model Engineers is a Registered Charity (Charitable Incorporated Organisation) number 1163244, with liability limited to an amount not exceeding £1 (one pound) per member in event of the winding up of the charity.

The principal governance document is the Constitution dated 2nd July 2015, which was adopted at the General Meeting of the society held on 17th September 2015.

5.3. Trustees function and duties

The trustees shall manage the affairs of the CIO and may for that purpose exercise all the powers of the CIO.

It is the duty of each charity trustee: to exercise his or her powers and to perform his or her functions as a trustee of the CIO in the way he or she decides in good faith would be the most likely to further the purposes of the CIO.

'All decisions concerning the charity are taken by all the trustees, acting collectively and as a team.' (See *'The Essential Trustee'* - Charity Commission) However, the decisions need not be unanimous, a majority decision is sufficient. Any decision of the trustees is final.

5.4 Charity trustees

The (8) trustees of the CIO are:

Ernest Brown (Treasurer), Michael Chalmers, Peter Culham, Stuart Kidd, (Secretary to the Trustees) Nigel Penford, Stephen Millward, John Billard (Trustee Chair), Donald Pickett.

Co - opted members, Miriam Farley, Andy Midwinter (Co-option ceases at the end of each AGM)

Election of Trustees

At every Annual General Meeting of the members of the CIO, one third (three at present) of the elected trustees retire from office. The trustees, who retire, are those who have been

longest in office. The vacancies so arising will be filled by the decision of the members at the annual general meeting. The trustees retiring by rotation at this AGM are.

Ernest Brown, Michael Chalmers and John Billard

Stephen Millward is not seeking re election.

There are therefore a total of four trustee vacancies at this AGM.

5.5 Appointment of Officers

President

The President acts as the “figurehead” of the Society.

The post of President will be held by a member of long standing and be well respected within the club. The President acts as a figurehead of the RSME. The President does not have a vote at Trustee meetings.

The President will serve for a period of three years, or earlier if the holder wishes to renounce the position. This may be extended with the agreement of members.

John Billard was appointed in October 2022 to serve as our President for a period of three years, or shorter should he wish to renounce the position, This may be extended with the agreement of members.

Vice President

The post of Vice President is awarded to recognise Members who have had a significant impact on the development of the charity. There are currently two Vice Presidents, Mike Sinclair and Jim Brown. It is not the current intention of the trustees to make further appointments.

Trustee Secretary

The Secretary is appointed by the trustees for such time (normally 12 months) as they may think fit. The role of the Secretary is to provide administrative support to the trustees. The post does not have any executive powers.

Treasurer

The trustees may from time to time appoint a Treasurer or Honorary Treasurer

Trustee Chair

The trustees may from time to time appoint a Chair of the trustees.

5.6 Safeguarding of Children and Young People

It is the policy of the trustees of the RSME that:

The child's welfare is paramount.

All children whatever their age, culture, disability, gender, racial origin, religious belief and/or sexual identity, have the right to protection from abuse

All suspicions and allegations of inappropriate behaviour will be taken seriously and responded to swiftly and appropriately.

The RSME Child Protection Code of Practice , based on recommendations from the NSPCC was last reviewed by the trustees in 2021, Two trustees have attended seminars on Child Protection issues at Reading Voluntary Service

Five trustees and three members have been DBS checked.

The Trustees has reviewed the Code of Practice in 2024

5.7. Membership

Membership for currently stands at 88.

6. Financial Statements and Accounts

6.1 Examination of accounts

The Trustees have appointed a firm of accountants to examine the club's accounts in accordance with the recommendations of the Charity Commission. Their findings will be reported in Prospectus

6.2. Summary of accounts

- **Receipts and Payments 01/ 04/2023 to 31/03/2024**
- **CC16a appendix refers** - Copy provided separately for member approval.

6.3. Accounting Convention and Practice

The trustees have agreed that the accounts will be prepared on a receipts and payments basis. This is the simpler of the two methods recommended by the Charity Commission.

The coding structure for the income and expenditure reflects Charity Commission recommendations.

The trustees have also kept under review the internal financial controls of the Society, against the legal requirements and good practice for a charity, as set out in guidance from the Charity Commissioners and any recommendations from the independent examiners.

- All financial documents are retained in the clubhouse.
- Wherever possible BACS is now used for payments and card terminals for receipts. The latter have proved very successful at public running.
- New procedures for the provision of floats for Public Running etc. and the counting and reconciliation of cash income have been introduced.

6.4. Trustees Remuneration and Benefits

There was no trustee's remuneration, or other benefits, or expenses paid for the years ended 31/3 /2024. All trustees give their time voluntarily. None of the trustees hold title to any property belonging to the RSME.

6.5. Income

Birthday Parties and Public Running

The RSME's principal sources of income are through the organisation of Birthday Parties and operation of the miniature railway and Santa Days. Income for the year ended 31/03/2024 was Birthday Parties £7440, and Public Running £10,922, and Santa £6,932.

Members Activities.

Grant Aid

No grant aid was received in the year ended 31/03/2024.

Subscriptions

Subscription income for the year 2023/24 amounted to £1660 against £2686 for the accounting year 2022/2023.

The trustees have delegated authority to the Membership Secretary to approve concessionary subscription rates where applicable.

6.6. Expenditure

The main items of expenditure (over and above our normal annual running costs of insurances etc.) during the financial year are included in the accounts under the heading of Purchases of Assets.

Myford Lathe	£2,500
Intruder alarm	£1,770
New Gazebo	£280
Hearing Loop	£472
External Lighting	£265
Clubroom cladding	£782
Bogie maintenance	£1,000

The project to refurbish the workshop was started in March and expenditure of £1440 has been recorded under the heading of Workshop and Storage in these accounts

Electricity – It is very difficult to compare expenditure year on year. In the year ending 31/03/2023 our electricity tariff was greatly increased, but a government subsidy was available for part of the year and only three quarterly bills were received, totalling £806. The

final quarters bill was not received until April 2023 and is included in the accounts for 2023/24. The usage for each year was about £1,850.

Other Expenditure

Governance costs totalling £1,691 were incurred, the main items being fees for the Independent Examiner £360, and solicitor (new lease) Grounds Maintenance (Bath Road) boundary cost £1,473

6.7. Liabilities

As at 31/03/2024 there were no liabilities outstanding

6.8 Unrestricted and restricted funds

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees. Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor when funds are raised for particular purposes.

6.9. Trustees' policy on Reserves

At the end of the financial year the accumulated funds amounted to £51,503, of which £5177 were restricted funds (available only for the raised track extension project).

The Trustees, as part of their Reserves Policy, have agreed to aim to hold at between £10,000 and £15,000 in reserves at the year end. These funds are held in order to meet any unforeseen expenditure that may occur, for example track and locomotive repairs. The remaining balance of the cash held at the bank, £36,503, has been provisionally allocated by the trustees against the following projects:

- Workshop	£7500
- Raised track extension – restricted funds	£5250
- Raised track refurbishment	£5000
- Ground level track refurbishment	£5000
-Landscaping	£1500
-Unloading ramp raised track	£1000
Tree survey	£1000
-90-day higher interest fixed deposit account	£10000
Unallocated	£130

6.10. Gift Aid

The RSME has registered with the HMRC for Gift Aid. Records are being kept of significant donations.

6.11. Grants

The organisation does not have a grant making policy to either external organisations or individuals. The trustees will support members or community groups should they wish to organise a Fund-raising event for a local group using the club's facilities.

6.12 Community Events

The RSME regularly holds events for various community organisations including schools and youth groups, at no charge.

Secretary RSME

14 October 2024

Appendix

Independent Examiners Report



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Reading Society of Model Engineers

**On accounts for the year
ended**

31st March 2024

**Charity no
(if any)**

1163244

Set out on pages

1-2

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

It is my responsibility to:

- **examine the accounts under section 145 of the Charities Act,**
- **to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and**
- **to state whether particular matters have come to my attention.**

Basis of independent examiner's statement **My examination was carried out in accordance with 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 the trustees concerning any 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 material matters have come to my attention which gives me cause to believe that in, any material respect,:**

- **the accounting records were not kept in accordance with section 130 of the Charities Act other than that disclosed below; or**
- **the accounts did not accord with the accounting records; or**
- **the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.**

I have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Date:

**11th November
2024**

Name:

Rachel Eden

**Relevant professional
qualification:**

FCMA (Fellow of the Chartered Institute of Management Accountants)

Address:

Holy Brook Associates, Curious Lounge, 1st Floor, Pinnacle Building,

Tudor Road, Reading, England,

RG1 1NH

Section B

Disclosure



Receipts and payments accounts

For the period from	01/04/2023	To	31/03/2024
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Small donations (Gift Aid)	489	-	-	489	505
Gift Aid Donations	150	-	-	150	62
Donations other	1,112	-	-	1,112	347
Other income	-	-	-	-	-
Birthday Parties	7,440	-	-	7,440	7,950
Santa Specials	6,932	-	-	6,932	5,809
Other income	2,317	-	-	2,317	-
Refreshments	1,408	-	-	1,408	1,036
Subscriptions	1,660	-	-	1,660	2,686
Public Running	10,922	-	-	10,922	7,189
Members Activities	308	-	-	308	2,354
Bank Interest	528	63	-	591	71
Sub total (Gross income for AR)	33,266	63	-	33,329	28,009
A2 Asset and investment sales, (see table).					
Sale of Fixed assets	100	-	-	100	150
Sub total	100	-	-	100	150
Total receipts	33,366	63	-	33,429	28,159
A3 Payments					
Birthday Parties	550	-	-	550	319
Santa Specials	4,319	-	-	4,319	3,872
Other Events	-	-	-	-	823
Insurances	4,332	-	-	4,332	6,751
Refreshments	1,196	-	-	1,196	1,369
Governance costs	1,691	-	-	1,691	108
Members Activities	633	-	-	633	246
Clubhouse	1,233	-	-	1,233	1,934
Electricity	2,881	-	-	2,881	806
Rent and rates	1,005	-	-	1,005	923
Print and stationery and comms	1,389	-	-	1,389	1,172
Raised track repairs	141	-	-	141	174
GL track repairs and refurbish	468	-	-	468	1,005
Loco and truck maintenance	2,663	-	-	2,663	2,652
Grounds upkeep & improvements	2,018	-	-	2,018	166
Workshop and storage	1,509	-	-	1,509	758
Consumables	563	-	-	563	1,287
Sub total	26,591	-	-	26,591	24,365
A4 Asset and investment purchases, (see table)					
Purchase of assets	6,466	-	-	6,466	7,349
Sub total	6,466	-	-	6,466	7,349
Total payments	26,591	-	-	26,591	31,714
Net of receipts/(payments)	33,056	63	-	33,056	- 3,555
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	49,570	5,114	-	49,570	54,684
Cash funds this year end	46,326	5,177	-	51,129	51,129

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash in hand	275	-	-
	Barclays current account	1,880	-	-
	Barclays Deposit account	44,171	5,177	-
	Total cash funds	46,326	5,177	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
	None	-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	None		-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	clubroom and associated buildings	unrestricted	-	-
	clubroom equipment	unrestricted	-	-
	workshop and associated equipment		-	-
	office equipment		-	-
	ground and raised tracks infrastructure		-	-
	gardening equipment		-	-
	miniature railway locos and stock		-	-
	model railways and models and layouts		-	-
	gazebos		-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	None		-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
		<i>Stuart Kidd</i>	Stuart Kidd	24/10/2024



Section A Independent Examiner's Report

**Report to the trustees/
members of** Reading Society of Model Engineers

**On accounts for the year
ended** 31st March 2024 **Charity no
(if any)** 1163244

Set out on pages 1-2

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent
examiner's statement** My examination was carried out in accordance with 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 the trustees concerning any 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 material matters have come to my attention which gives me cause to believe that in, any material respect,:

- the accounting records were not kept in accordance with section 130 of the Charities Act other than that disclosed below; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:  **Date:** 11th November 2024

Name: Rachel Eden

Relevant professional qualification: FCMA (Fellow of the Chartered Institute of Management Accountants)

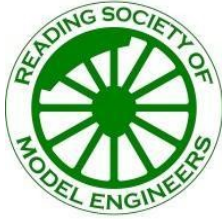
Address: Holy Brook Associates, Curious Lounge, 1st Floor, Pinnacle Building,
Tudor Road, Reading, England,
RG1 1NH

Section B Disclosure

READING SOCIETY OF MODEL ENGINEERS

England & Wales - Charity number 1163244

Accounts



RSME 2023 AGM AGENDA

Reading Society of Model Engineers

Registered Charity (CIO) 1163244

The Annual General Meeting of the charity will be held at 7.30pm at the RSME Clubhouse, 82 Bath Road, Reading RG30 2BE on Thursday 16th November 2023 for the following purposes:

1. To accept apologies for absence.
2. To accept the minutes of the 2021/ 2022 Annual General Meeting held on 27th October 2022
3. To accept the Presidents Report 2022/2023
4. To accept annual report Prospectus Editor
5. To receive and accept the Trustees and Section Reports for year ended 31st March 2023
6. To receive and accept the Financial Statements and Accounts for year ended 31st March 2023
7. To consider and vote on any motions proposed.
8. To elect Trustees
9. To present the Presidents Cup
10. To transact any other business as agreed by the Chair



Reading Society of Model Engineers

Registered Charity 1163244

2. Minutes of 2021/2022 AGM held on 27th October 2022 - Prospect Park Clubhouse

John Billard gave an opening address including special thanks on behalf of the club for all the effort made by its members to keep the club running, including maintenance, birthday parties, public running and behind the scenes administration. John drew attention to the significant contribution made to the club by member Peter Harrison, as well as co-opted Trustee Miriam Venn.

John made the President's introduction on behalf of Les Dawson (see AGM paper - President's Introduction).

John explained his position as Chair of the meeting meant he was not acting as chair of the Trustees, but as chair of the AGM.

2.1 Apologies

Mr P Harrison, Mr J Evans, Mr A Thatcher, Mr B Joslyn, Mr A Broodbank, Mr R Standing, Mr D Wilkinson, Mr T Wood, Mr G Saffrey, Mr A Day, Mr A Cliffe, Mr M Andrew, Mr M Furness, Mr K Trussler

2.2 Minutes of 2021 RSME AGM

The Chair recommended to the meeting that the 2021 minutes be formally accepted, and this was agreed.

2.3 Trustees annual report 2021/2022

The Chair recommended to the meeting that the Trustees Annual Report for the year ended 31st March 2022 be formally accepted, and this was agreed.

2.4 Financial statements and accounts 2021 /2022

Ernest Brown gave a brief introduction to the financial statements and accounts for the year ended 31st March 2022. The Chair proposed these be formally accepted, and this was agreed.

2.5 To consider and vote on any motions proposed.

The Chair confirmed that no motions had been received for consideration.

2.6 Election of Trustees

Three trustees were due to retire in rotation at this meeting and nominations were received for three trustees as follows:

John Billard nominated, and Peter Culham seconded Ernest Brown.

Ernest Brown nominated and Stephen Millward seconded Nigel Penford.

Mick Chalmers nominated and Nigel Penford seconded John Billard.

There being no other nominations these were declared elected.

The Chair advised there is still one Trustee vacancy left

unfilled.

The Chair clarified that the position of coopted Trustee held by Miriam Venn automatically ended at the AGM following the appointment.

2.7 Election of President

After 18 years of service to the club, Les Dawson has stated he wishes to stand down from the position of President.

Peter Culham advised there had been one nomination for a new President for John Billard, nominated by Les Dawson and seconded by Nigel Penford.

There being no other nominations, John Billard was declared elected. John explained how honored he felt to be following illustrious previous holders of the position, including J.M Maskelyne, a childhood hero of John's.

A member asked the new President to set out his ambitions for the club and John advised that he aimed to continue the success of the club established by Les Dawson and to encourage new membership.

2.8 Presidents Cup

The President's Cup is awarded to a club member to recognize service given to the club by a member over the previous 12 months.

The 2022 President Cup was awarded to Les Dawson for 18 years of dedicated and meritorious service over the past 18 years.

2.9 Any other Business as agreed by the Chair.

2.9.1 Annual Subscription - Nigel Penford outlined a

proposal for simplifying and reducing the club's membership fees (see AGM proposal paper).

This generated discussion regarding the proposal. Members concerns included the following:

A member asked if the proposal was based on an analysis of our current membership income and whether the change would result in a loss of income? The Trustee's advised that subscription income would be likely to reduce, however the intention is to recruit new members who can support the more significant income streams from public running and birthday parties.

Some members were concerned that families with children might be adversely affected if each person must pay a subscription.

The Chair advised this is only a proposal which the Trustees want to consider and develop with members, prior to the 2023 annual subscription.

It was agreed the Trustees would continue to develop the proposal. It was noted that if any subsequent change proved to be unsuccessful, it would be possible to revert to the current subscription structure. **Action: Trustees**

2.9.2 Member's access to club facilities - A member raised a concern that the club's activities seemed to be increasingly focused on public running and birthday parties, whilst opportunities for members to use the track are becoming more limited. **Action: Trustees**

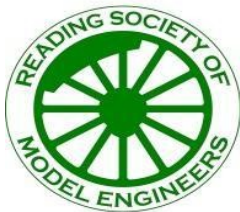
2.9.3 Clubhouse security alarm - A member raised a concern that 5 months have elapsed since the first clubhouse break in and the proposed security alarm still has not been fitted. **Action: Trustees**

2.9.4 Protecting RSME from fraud - A member recounted

an experience of another club suffering a £64,000 embezzlement and asked if the Trustees had reviewed the club procedures to protect against fraud? Ernest Brown confirmed these procedures were reviewed when the charity was established. However, In view of the evolving nature of fraud, it's been agreed the procedures should be reviewed regularly.

Action: Trustees

Meeting closed at 21.30



Annual Report 2022/2023.

This report has been prepared in accordance with the Charity Commissions Guidance - on Charity reporting and accounting.

Summary of the objects of the RSME as set out in its governing documents.

- To promote for the benefit of the inhabitants of Reading and surrounding areas the provision of facilities for recreation or leisure time occupation in the field of model engineering and allied subjects.
- To promote the education of young people aged 12 to 16, on the subjects of basic engineering, modelling skills and miniature railway operation.
- To advance the education of the public in general, in model engineering, and in the building, operation and maintenance of miniature locomotives

3. PRESIDENT'S REPORT 2022/2023 **John Billard**

It is my pleasure to present my first report as president of the Reading Society of Model Engineers. It is with some trepidation

that I took over from Les Dawson last year but with his encouragement and the help of so many others we have had a very successful year.

At one of our club running Saturdays earlier last month, the first thing that struck me was of what a buzz there was, in the sunshine. Plenty of members, including some very recent ones, five or six engines on the tracks and our indefatigable boiler inspector hard at work, testing, and retesting. With tea all round.

This year we have introduced a new membership system operating a flat rate of payment of £20. This was a considerable simplification and represented a cost reduction for nearly everybody. So, in these inflationary days, we are showing what can be done by activity and careful financial management. At the beginning of April, I set myself a target of maybe a total membership of 100 by next March. We are already up to 95 and still recruiting. In particular, it is gratifying to have young people joining us under our junior membership scheme where they are sponsored by an adult.

Considerable improvements continue to be made to our site. Big jobs have included completing the cladding the exterior of the club house against continuing vandal attacks. This has led to a visual improvement with additional insulation as a bonus. Exterior lighting is being improved with the addition of two new lamp posts with work continuing, new electronic security systems in use; all to prevent or put off the very upsetting burglaries and other damage which have occurred to us in the recent past.

All credit is due to our Wednesday Warriors who give up their time to do the hardest of physical jobs throughout the year and not often put off by the weather. Adding it to this is the work of our park and gardens department. There's a lot of ground to look after and I know it is greatly appreciated by all our visitors.

Mentioning visitors, we have had an astounding year running our public trains every month. It is if that each succeeding date provides a record income. It is not just running trains but staffing the platforms, selling and collecting tickets, running the tea bar, putting up gazebos and all away again. And what more can I say about our private parties? I'm only going to mention

one name in this report and that is of Peter Culham (and his family) who have continued to do an amazing job organising these all summer. And then there have been his Santa weekends; surely the best Christmas attraction in all of Berkshire.

We have revamped our Thursday evenings a little with a monthly programme of talks and shows. Standing room only! It is also good to see our members' work displayed, in fact anything interesting is brought.

I conclude with my heartfelt thanks for all that our members do to keep RSME alive and with an apology for anything I have forgotten, and appreciation to my fellow trustees for keeping RSME active and well-funded. We are in good hands.

4. Report - Editor Prospectus

Twelve issues of the PROSPECTUS have again been produced this year all just about to schedule. Once more I am very grateful for the regular contributors who without fail produce copy on time.

I am pleased that PROSPECTUS continues to be featured regularly in the club notes in MODEL ENGINEER and thanks are due to the editors and Geoff Thoresby.

Contributions have again reduced in recent months but as before I would welcome all items including some non-railway topics from time to time reflecting the wide interests that I know exist among the membership. The series of workshop articles have been well received as has development work on the club site. I must also include some fascinating pieces my Mike Manners on some visitors to our grounds and some interesting woodwork.

Electronic posting has a vital role and I would like to thank Stuart Kidd and Stephen Millward for their help in the distribution to the membership. Hard copies are produced and sent by Royal Mail to members who require them.

Please keep the contributions coming in. Editor permitting almost any subject may be acceptable to suit our intelligent readership.

The October 2023 edition of PROSPECTUS will be the 220th produced under my editorship.

J

ohn Billard Editor

5.Trustees and Section Reports

5.1

The annual total of birthday parties this year is 53. On top of these there have been eleven weekday visits by Rainbows, Nurseries, School groups etc as well as six Special Needs afternoons. Well done to Peter and his crew.

5.2. '00 Group'

Over the past year the group has grown in numbers mainly due to an increase in junior members. This is fine although it requires the adult members to maintain and repair any faults that occur. To assemble the full layout on the first Tuesday of the month, we really need all the adult members to be present. This is not always possible, so we have to resort to using another extension which includes a traverser. Also, during Sunday Public Running we have no adult members available to run the layout and although we have some junior members available, they lack the experience to operate it properly. We are gradually improving our club rolling stock to allow some running to take place at short notice. This is because most members provide their own models during running sessions in the evening.

5.3 Lease Renewal

Our lease is due for renewal. The Council has offered a term of ten years, which is longer than the seven years offered at previous renewals.

We have been advised by our legal advisers that there are benefits to the club of accepting the Council's offer of a longer-term lease. At the time of writing this note a first draft of the new lease has just been received from the Council

Any further news on this matter will be reported to tonight's meeting.

5.4 Activities undertaken by RSME for the public benefit in relation to the objects.

When planning our activities for the year, the trustees always keep in mind the Charity Commission's Public Benefit Guidance and have due regard to it when exercising any powers or duties to which the guidance relates.

5.5. Governance and management arrangements

The Reading Society of Model Engineers is a Registered Charity (Charitable Incorporated Organisation) number 1163244, with liability limited to an amount not exceeding £1 (one pound) per member in event of the winding up of the charity.

The principal governance document is the Constitution dated 2nd July 2015, which was adopted at the General Meeting of the society held on 17th September 2015.

5.6. Trustees function and duties

The trustees shall manage the affairs of the CIO and may for that purpose exercise all the powers of the CIO.

It is the duty of each charity trustee: to exercise his or her powers and to perform his or her functions as a trustee of the CIO in the way he or she decides in good faith would be the most likely to further the purposes of the CIO.

'All decisions concerning the charity are taken by all the trustees, acting collectively and as a team.' (See *'The Essential Trustee'* - Charity Commission) However, the decisions need not be unanimous, a majority decision is sufficient. Any decision of the trustees is final.

5.7. Charity trustees

The (7) trustees of the CIO currently are:

Ernest Brown (Treasurer) Michael Chalmers Peter Culham
Stuart Kidd (Secretary to the Trustees) Nigel Penford
Stephen Millward John Billard (Trustee Chair)

Election of Trustees

At every Annual General Meeting of the members of the CIO, one third (three at present) of the elected trustees retire from office. The trustees, who retire, are those who have been longest in office. The vacancies so arising will be filled by the decision of the members at the annual general meeting. The trustees retiring by rotation at this AGM are.

Mike Chalmers, Stuart Kidd, and Peter Culham

There are therefore a total of three trustee vacancies at this AGM.

5.8. Appointment of Officers

5.8.1 President

The President acts as the “figurehead” of the Society.

Les Dawson after over 18 years of service as our President, resigned from the position during 2022

The post of President will be held by a member of long standing and be well respected within the club. The President acts as a figurehead of the RSME. The President does not have a vote at Trustee meetings.

The President will serve for a period of three years, or earlier if the holder wishes to renounce the position. This may be extended with the agreement of members.

John Billard was appointed in October 2022 to serve as our President for a period of three years, or shorter should the holder wish to renounce the position, This may be extended with the agreement of members.

5.8.2 Vice President

The post of Vice President is awarded to recognise Members who have had a significant impact on the development of the charity. There are currently 2 Vice Presidents, Mike Sinclair and Jim Brown

5.8.3 Trustee Secretary

The Secretary is appointed by the trustees for such time (normally 12 months) as they may think fit. The role of the

Secretary is to provide administrative support to the trustees. The post does not have any executive powers.

5.8.4 Treasurer

The trustees may from time to time appoint a Treasurer or Honorary Treasurer

5.8.5 Trustee Chair

The trustees may from time to time appoint a Chair of the trustees.

5.9. Safeguarding of Children and Young People

It is the policy of the trustees of the RSME that:

The child's welfare is paramount.

All children whatever their age, culture, disability, gender, racial origin, religious belief and/or sexual identity, have the right to protection from abuse

All suspicions and allegations of inappropriate behaviour will be taken seriously and responded to swiftly and appropriately.

The RSME Child Protection Code of Practice was last reviewed by the trustees in 2019, and two trustees have attended seminars on Child Protection issues at Reading Voluntary Service

Five trustees and three members have been DBS checked.

The Trustees will review the Code of Practice in 2023

5.10. Membership

The final membership number for 2020/21 was 63 and for 2021/22 was 84. Membership for 2023/24 currently stands at 96

6. Financial Statements and Accounts

6.1 Examination of accounts

The Trustees have appointed a firm of accountants to examine (audit) the club's accounts in accordance with the recommendations of the Charity Commission. Their findings will be reported in Prospectus

6.2. Summary of accounts

- **Receipts and Payments 04/2022 to 03/2023 (CC16a appendix refers)**

Copy attached for member approval.

6.3. Accounting Convention and Practice

The trustees have agreed that the accounts will be prepared on a receipts and payments basis. This is the simpler of the two methods recommended by the Charity Commission.

The coding structure for the income and expenditure reflects Charity Commission recommendations.

The trustees have also kept under review the internal financial controls of the Society, against the legal requirements and good practice for a charity, as set out in guidance from the Charity Commissioners.

- All financial documents are retained in the clubhouse.
- Wherever possible BACS is now used for payments and card terminals for receipts. The latter have proved very successful at public running.
- New procedures for the provision of floats for Public Running etc. and the counting and reconciliation of cash income have been introduced.

6.4. Trustees Remuneration and Benefits

There was no trustee's remuneration, or other benefits, or expenses paid for the years ended 31/3 /2023. All trustees give their time voluntarily. None of the trustees hold title to any property belonging to the RSME.

6.5. Income

6.5.1 Birthday Parties and Public Running

The RSME's principal sources of income are through the organisation of Birthday Parties and operation of the miniature railway. Income for the year ended 31/03/2023 was Birthday Parties £7950, (£5340 - 31/03/2022) and Public Running £7189, (£5054 - 31/03/2022).

6.5.2 Members Activities

Income under this heading comes solely from the auction Held in April 2023.

6.5.3 Grant Aid

No grant aid was received in the year ended 31/03/2023.

6.5.4 Subscriptions

Subscription income for the year 2022/23 amounted to £2686 against £2570 for the accounting year 2021/2022.

The trustees have delegated authority to the Membership Secretary to approve concessionary subscription rates where applicable.

6.6. Expenditure

The main items of expenditure (over and above our normal annual running costs of insurances etc.) during the financial year were directly or indirectly (*) as a result of the burglaries during the year and are included in the accounts under the heading of Purchases of Assets.

Replacement safe
£143

Replacement strimmer
£542

Replacement leaf blower
£200

Replacement mower
£490

*External Lighting
£1855

*Clubroom cladding
£3776

Claims were made on our insurance and £2317 in settlement was received in May 2023.

The costs of replenishing refreshment stocks resulted in an apparent deficit on refreshment sales of some £332. These costs amounted to some £375 without which a small surplus would have been earned.

The complete refurbishment of the 7 1/4" class 08 totalling £1240.99 was charged to Loco and Truck Maintenance.

The renewal premium on our Southern Federation policy due on 31/03/2022 (£2629) was not paid until 01/04//2022 thus inflating this year's expenditure and deflating last year's by this amount.

Electricity - There were very significant changes between 2022 and 2023 in our use of electricity and the price paid per kWh. Our electricity consumption in 2022 was reduced due to covid. Whereas in 2023 our usage returned to normal and the electricity tariff was greatly increased, even after government subsidy. The net result was that our expenditure on electricity increased from £700 in 2022 to £1848 in 2023. (*Note: the accounts show expenditure on electricity as £806, which excludes the electricity bill for the final quarter of £1042. See 6.7 liabilities*)

6.7. Liabilities

As at 31/03/2023 the electricity bill for the final quarter £1042 had not been received but was paid on 13/04/2023.

6.8 Unrestricted and restricted funds

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted

purposes within the objects of the charity. Restrictions arise when specified by the donor when funds are raised for particular purposes.

6.9. Trustees' policy on Reserves

At the end of the financial year the accumulated funds amounted to £51,130, of which £5122 were restricted funds (available only for the raised track extension project).

The Trustees, as part of their Reserves Policy, have agreed to aim to hold at between £10,000 and £15,000 in reserves at the year end. These funds are held in order to meet any unforeseen expenditure that may occur, for example track and locomotive repairs. The remaining balance of the cash held at the bank, £36,130, has been provisionally allocated by the trustees against the following projects:

- Workshop
£10,000
- Raised track extension – restricted funds
£5,000
- Defibulator
£2,000
- Induction loop
£1,500
- External lighting
£2,000
- Internal alarm system
£2,000
- Landscaping
£1,500
- Unloading ramp
£1,000

Tree survey
£1,000

-90-day higher interest fixed deposit account
£10,000

-Unallocated
£130

6.10. Gift Aid

The RSME has registered with the HMRC for Gift Aid. Records are being kept of significant donations.

6.11. Grants

The organisation does not have a grant making policy to either external organisations or individuals. The trustees will support members or community groups should they wish to organise a Fund-raising event for a local group using the club's facilities.

6.12 Community Events

The RSME regularly holds events for various community organisations including schools and youth groups, at no charge.

RSME Trustees September 2023



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name READING SOCIETY OF MODEL ENGINEERS	No (if any) 116324
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CC16a

Receipts and payments accounts

For the period from	4/1/2022	To	3/31/2023
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Small donations (Gift Aid)	505	-	-	505	421
Gift Aid Donations	62	-	-	62	99
Donations other	347	-	-	347	521
Other income	-	-	-	-	200
Birthday Parties	7,950	-	-	7,950	5,340
Santa Specials	5,809	-	-	5,809	2,810
	-	-	-	-	-
Refreshments	1,036			1,036	725
Subscriptions	2,686			2,686	2,570
Public Running	7,189			7,189	5,054
Members Activities	2,354			2,354	
Bank Interest	63	8	-	71	4
Sub total (Gross income for AR)	28,001	8	-	28,009	17,744
A2 Asset and investment sales, (see table).					
Sale of Fixed assets	150	-	-	150	
Sub total	150	-	-	150	-
Total receipts	28,151	8	-	28,159	17,744
A3 Payments					
Birthday Parties	319	-	-	319	83
Santa Specials	3,872	-	-	3,872	1,730
Other Events	823	-	-	823	434
Insurances	6,751	-	-	6,751	1,036
Refreshments	1,369	-	-	1,369	708
Governance costs	108	-	-	108	
Members Activities	246	-	-	246	
Clubhouse	1,934	-	-	1,934	3,311
Electricity	806			806	700
Rent and rates	923			923	1,011
Print and stationery and comms	1,172			1,172	1,350
Raised track repairs	174			174	470
GL track repairs and refurbish	1,005			1,005	1,245
Loco and truck maintenance	2,652			2,652	1,429
Grounds upkeep & improvements	166			166	401
Workshop and storage	758			758	10
Consumables	1,287	-	-	1,287	1,305
Sub total	24,365	-	-	24,365	15,223
A4 Asset and investment purchases, (see table)					
Purchase of assets	7,349	-	-	7,349	1,167
Sub total	7,349	-	-	7,349	1,167
Total payments	31,714	-	-	31,714	16,390
Net of receipts/(payments)	- 3,563	8	-	- 3,555	1,354
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	49,570	5,114	-	54,684	53,330
Cash funds this year end	46,007	5,122	-	51,129	54,684

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash in hand	175	-	-
	Barclays current account	3,698	-	-
	Barclays Deposit account	42,135	5,122	-
	Total cash funds	46,007	5,122	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	None	-	-	-
		Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	None		-	-
		Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
		Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	None		-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name		Date of approval
		Stuart Kidd		



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/ members of

Reading Society of Model Engineers

On accounts for the year ended

31st March 2023

Charity no (if any)

1163244

Set out on pages

1-2

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with 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 the trustees concerning any 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 material matters have come to my attention which gives me cause to believe that in, any material respect,:

- the accounting records were not kept in accordance with section 130 of the Charities Act other than that disclosed below; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



17th November 2023

Date:

Rachel Eden

Name:

Relevant professional qualification(s) or body (if any):
ACMA (Chartered Institute of Management Accountants)

Address:
Holy Brook Associates, Curious Lounge, 1st Floor, Pinnacle Building,
Tudor Road, Reading, England,
RG1 1NH

Section B

Disclosure

READING SOCIETY OF MODEL ENGINEERS

England & Wales - Charity number 1163244

Accounts



Reading Society of Model Engineers

Registered Charity 1163244

Annual Report 2021/2022

1. This report has been prepared in accordance with the Charity Commissions Guidance – Charity reporting and accounting: the essentials November 2016 (CC15d)

President's Report

2. The last year has been a busy one for RSME. Wednesday Warriors have continued their good work maintaining the track and buildings. This includes an extension to the ground level carriage shed to allow longer trains to be run. The site remains very nice and cared for because of the work off the parks and gardens team. This has not been helped by the recent very dry weather, but the recovery has been good so far. Boiler testing has continued and its always good to see plenty of engines on our track especially Southern ones!
3. I was very sorry to hear about the burglaries that have plagued us since June. This has caused much worry and additional work for the members and particularly the trustees. But the good news is that the culprits have been caught following some good work by the local police and our members. Meanwhile work continues to improve our security as far as we can. This includes cladding our club house and this looks really good so far.

4. Our public running has produced record results, and this again is all down to the work of the usual a few members. The same applies to the private parties which are always well run. In June we held a national LittleLEC event that was very successful and had a good write-up in MODEL ENGINEER magazine. A visit of Santa before Christmas must have been the best for miles around looking at the smiles of all the children. Wonderful. We have a lot to be proud of.
5. Keeping things running so smoothly has been down to those dedicated members spending hours and days at our club doing all those jobs seen and unseen. I won't mention names, but they deserve all our support and thanks for what they do.
6. It gave me great pleasure to be invited to be your president but after some eighteen years I have finally decided that it is time to retire from this post. Its up to the AGM to choose my successor and I give them my very best wishes for the future of our RSME.

Les Dawson

2. Summary of the objects of the RSME as set out in its governing documents

- To promote for the benefit of the inhabitants of Reading and surrounding areas the provision of facilities for recreation or leisure time occupation in the field of model engineering and allied subjects.
- To promote the education of young people aged 12 to 16, on the subjects of basic engineering, modelling skills and miniature railway operation.
- To advance the education of the public in general, in model engineering, and in the building, operation and maintenance of miniature locomotives.

3. Activities undertaken by RSME for the public benefit in relation to the objects

When planning our activities for the year, the trustees always keep in mind the Charity Commission's Public Benefit Guidance and have due regard to it when exercising any powers or duties to which the guidance relates.

A small group of members have worked under covid restrictions to maintain the charities facilities and undertake essential refurbishment works

4. Governance and management arrangements

The Reading Society of Model Engineers is a Registered Charity (Charitable Incorporated Organisation) number 1163244, with liability limited to an amount not exceeding £1 (one pound) per member in event of the winding up of the charity.

The principal governance document is the Constitution dated 2nd July 2015, which was adopted at the General Meeting of the society held on 17th September 2015.

5. Trustees function and duties

The trustees shall manage the affairs of the CIO and may for that purpose exercise all the powers of the CIO.

It is the duty of each charity trustee: to exercise his or her powers and to perform his or her functions as a trustee of the CIO in the way he or she decides in good faith would be the most likely to further the purposes of the CIO

'All decisions concerning the charity are taken by all the trustees, acting collectively and as a team.' (See *'The Essential Trustee'* - Charity Commission) However, the decisions need not be unanimous, a majority decision is sufficient. Any decision of the trustees is final

6. Charity trustees

The (7) trustees of the CIO currently are:

Ernest Brown Michael Chalmers Peter Culham Stuart Kidd (Secretary to the Trustees) Nigel Penford Stephen Millward John Billard (Trustee Chair) Miriam Venn

*Peter Harrison resigned during the year following his move away from the area

7. Election of Trustees

At every Annual General Meeting of the members of the CIO, one third (three at present) of the elected trustees retire from office. The trustees, who retire, are those who have been longest in office. The vacancies so arising will be filled by the decision of the members at the annual general meeting. The trustees retiring by rotation at the 2021/22 AGM are

John Billard Jim Brown and Mick Chalmers.

There are therefore a total of three trustee vacancies at this AGM.

Miriam Venn's appointment as a Trustee ends at this AGM

8. Appointment of Officers

President

The President will act as the “figurehead” of the Society.

Les Dawson is our current President.

Les Dawson after over 18 years of service as our President, has decided to resign from the position.

The post of President will be held by a member of long standing and be well respected within the club. The President acts as a figurehead of the RSME. The President does not have a vote at Trustee meetings.

The President will serve for a period of three years, or earlier if the holder wishes to renounce the position. This may be extended with the agreement of members.

Nominations for the post of President are now being sought. Should there be more than one suitable candidate, an election will be held at the RSME Annual General Meeting on 27th October 2022.

Vice President

The post of Vice President is awarded to recognise Members who have had a significant impact on the development of the charity. There are currently 2 Vice Presidents, Mike Sinclair and Jim Brown

Trustee Secretary

The Secretary is appointed by the trustees for such time (normally 12 months) as they may think fit. The role of the Secretary is to provide administrative support to the trustees. The post does not have any executive powers.

Treasurer

The trustees may from time to time appoint a Treasurer or Honorary Treasurer

Trustee Chair

The trustees may from time to time appoint a Chair of the trustees.

9. Safeguarding of Children and Young People

It is the policy of the trustees of the RSME that:

The child's welfare is paramount

All children whatever their age, culture, disability, gender, racial origin, religious belief and/or sexual identity, have the right to protection from abuse

All suspicions and allegations of inappropriate behaviour will be taken seriously and responded to swiftly and appropriately.

All activities for the 'Young Engineers' are risk assessed.

The RSME Child Protection Code of Practice was reviewed by the trustees in 2019, and two trustees have attended seminars on Child Protection issues at Reading Voluntary Service

Five trustees and three members have been DBS checked.

The Trustees will review the Code of Practice in 2022/23.

10. Membership

The final membership number for 2020/21 was 63 and for 2021/2022 was 84.

11. Communications

Twelve issues of the PROSPECTUS have again been produced this year all just about to schedule. Once more I am very grateful for the regular contributors who without fail produce copy on time.

I am pleased that PROSPECTUS continues to be featured regularly in the club notes in MODEL ENGINEER and thanks are due to the editors and Geoff Thoresby.

Contributions have reduced in recent months but as before I would welcome all items including some non-railway topics from time to time reflecting the wide interests that I know exist among the membership. The series of workshop articles have been well received as has development work on the club site

Electronic posting has a vital role and I would like to thank Stuart Kidd and Stephen Millward for their help in the distribution to the membership including sorting out some frustrating software problems and posting out a number of hard copies. These copies are now to be produced in-house.

Please keep the contributions coming in. Editor permitting almost any subject may be acceptable to suit our intelligent readership.

RSME has a website at www.readingsmes.co.uk which was very difficult to find by an internet search. Changes to the website settings now mean the website can be easily found, however little progress has been made on developing the content. The website is work in progress and really need someone who either knows how to develop the website or is keen to learn.

12. Financial Statements and Accounts

12.1. Summary of accounts

- Receipts and Payments 04/2021 to 03/2022

Copy attached for member approval.

12.2. Accounting Convention and Practices

The trustees have agreed that the accounts will be prepared on a receipts and payments basis. This is the simpler of the two methods recommended by the Charity Commission.

The coding structure for the income and expenditure reflects Charity Commission recommendations.

The trustees have also kept under review the internal financial controls of the society, against the legal requirements and good practice for a charity, as set out in guidance from the Charity Commissioners.

- All financial documents are retained in the clubhouse.
- Wherever possible BACS is now used for payments.
- New procedures for the provision of floats for Public Running etc. and the counting and reconciliation of cash income have been introduced.
- The use of card terminals has been introduced successfully.

12.3. Trustees Remuneration and Benefits

There was no trustee's remuneration, or other benefits, or expenses paid for the years ended 31/3/2021 and 31/3 /2022. All trustees give their time voluntarily. None of the trustees hold title to any property belonging to the RSME.

12.4. Income

Birthday Parties and Public Running

The RSME's principal sources of income are through the organisation of Birthday Parties and operation of the miniature railway. Due to Covid 19 restrictions there was no income from these sources for year ended 31/03/2021. The negative amount of £600 was the refund of party deposits. Income for the year ended 31/03/2022 was Birthday Parties £5340 and Public Running £5054.

Grant Aid

The club qualified for a Covid 19 government grant for small businesses in the sum of £10,000 in the year ended 31/03/2021.

Subscriptions

Subscription income for the year 2021/22 amounted to £2570 against £995 for the accounting year 2020/2021.

12.5. Expenditure

Thanks to the grant, the trustees decided to use the extended period the clubhouse has been closed to undertake essential refurbishment works.

Thanks should be placed on record to the small group of members who over the past year have worked under Covid restrictions on the clubhouse and others who have maintained the grounds etc.,

The main items of expenditure (over and above our normal annual running costs of insurances etc.) included the balance of the costs for the rewire - £1824, hand drier for toilet £426, a new gazebo - £357, and completing the kitchen including fridge and work tops. A new battery charger for GL track loco lift has been purchased. Consideration is being given to the purchase of a defibrillator.

12.6. Liabilities

As at 31/03/2022 there were no liabilities outstanding.

12.7. Unrestricted and restricted funds

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees. Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor when funds are raised for particular purposes.

12.8. Trustees' policy on Reserves

At the end of the financial year the accumulated funds amounted to £54,684, of which £5122 were restricted funds (available only for the raised track extension project).

The Trustees, as part of their Reserves Policy, have agreed to aim to hold at least £10,000 and no more than £15,000 in reserves at the year end. These funds are held in order to meet any unforeseen expenditure that may occur, for example track and locomotive repairs. The balance of the cash held at the bank, £39,684, has been provisionally allocated by the trustees against the following projects:

-External painting	£5000
- Raised track extension – restricted funds	£5000
- Raised track extension	£20,000
- Clubroom external cladding	£3500
- Internal alarm system	£1500
-Unallocated	£4,684

12.9. Gift Aid

The RSME has registered with the HMRC for Gift Aid.

A claim will be made in 2022/23.

12.10. Grants

The organisation does not have a grant making policy to either external organisations or individuals. The trustees will support members should they wish to organise a Fund-raising event for a locally based charity, using the club's facilities on not more than one occasion in a year

Jim Brown

Stuart Kidd

Reading Society of Model Engineers

Receipts and payments accounts

CC16a

For the period from	01/04/2021	to	31/03/2022
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Section A Receipts and payments

		Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
		to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts						
VOLUNTARY RECEIPTS	Small Donations (Gift Aid)	421			421	10032
	Gift Aid Donations	99			99	528
	Donations Other	521			521	97
FUND RAISING TRADING	Birthday Parties	5340			5340	-600
	Santa Specials	2810			2810	0
	Other Income	200			200	0
CHARITABLE TRADING	Refreshments	725			725	0
	Subscriptions	2570			2570	995
	Public Running	5054			5054	0
	Members Activities	0			0	0
OTHER RECEIPTS	Bank Interest	4	1		4	66
Sub total (Gross Income)		17744	1	0	17745	11118
A2 Asset and investment sales						
	SALE OF FIXED ASSETS	0			0	0
	SALE OF INVESTMENTS	0			0	0
Sub total;		0	0	0	0	0
Total Receipts		17744	1	0	17745	11118
A3 Payments						
FUND RAISING TRADING	BIRTHDAY PARTIES	83			83	0
	SANTA SPECIALS	1730			1730	0
	OTHER EVENTS	434			434	0
CHARITABLE ACTIVITIES	REFRESHMENTS	708			708	13
	YOUNG ENGINEERS	0			0	0
	GOVERNANCE COSTS	0			0	0
	MEMBERS ACTIVITIES	0			0	0
	CLUBHOUSE	3311			3311	10477
	ELECTRICITY	700			700	492
	INSURANCES	1036			1036	5917
	RENT AND RATES	1011			1011	1012
	PRINTING/ STATIONERY COMMS	1350			1350	435
	RAISED TRACK	470			470	442
	GROUND LEVEL	1245			1245	322
	LOCO AND TRUCK MAINTENANCE	1429			1429	0
	GROUPS MAINTENANCE	401			401	864
	WORKSHOP AND STORAGE	10			10	27
	CONSUMABLES	1305			1305	0
Sub total;		15224	0	0	15224	19999
A2 Asset and investment purchases	Raised Track project	0			0	0
	Purchase of assets	1167			1167	279
	Purchase Of investments	0			0	0
Sub total;		1167	0	0	1167	279
Total Payments		16391	0	0	16391	20278
Net of receipts/(payments)		1354	1	0	1354	-9161
A5 Transfers between funds		0	0	0	0	0
A6 Cash funds last year end		48209	5121	0	53330	62491
Cash funds this year end		49562	5122	0	54684	53330

Section B Statement of assets and liabilities at the end of the period

		Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £
B1 Cash funds	Cash in hand	205		
	Barclays Bank current accounts	7292		
	Barclays Bank deposit accounts	42065	5122	
		49562	5122	0

		Fund to which asset belongs	Cost (optional)	Current value (optional)
B2 Other monetary assets	NIL			

		Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	NIL			

		Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Clubroom and associated buildings	Unrestricted		
	Clubroom equipment	Unrestricted	1700	
	Workshop equipment	Unrestricted	1800	
	Office equipment	Unrestricted	250	
	Ground and raised track infrastructure	Unrestricted	27650	
	Gardening equipment	Unrestricted	3500	
	Miniature railway rolling stock	Unrestricted	25600	
	Model railways and models	Unrestricted	7500	
	Gazebos	Unrestricted	1250	

		Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities				

Signed by one or two trustees on behalf of all the trustees

Signature
Stuart Kidd
Trustee

Print name	Date of approval
<i>Stuart Kidd</i>	27/10/22
Stuart Kidd	

READING SOCIETY OF MODEL ENGINEERS

England & Wales - Charity number 1163244

Accounts



2021 AGM AGENDA

Reading Society of Model Engineers

Registered Charity (CIO) 1163244

The Annual General Meeting of the charity will be held at 7.30pm at the RSME Clubhouse, 82 Bath Road, Reading RG30 2BE on Thursday 21st October for the following purposes:

1. To accept apologies for absence.
3. To receive and accept the Trustees Annual Report for year ended 31st March 2021
4. To receive and accept the Financial Statements and Accounts for year ended 31st March 2021
5. To elect Trustees
6. To present Presidents Cup
7. To transact any other business as agreed by the Chair.



Reading Society of Model Engineers

Registered Charity 1163244

Annual Report 2020/2021

Trustees Report for the year ended 31st March 2021

The Trustees considered that they had no choice but to cancel or postpone the AGM for 2019/20 as considering the Covid 19 restrictions, it was both impractical and unsafe to hold a face-to-face meeting in the clubhouse.

By law we must submit an Annual Return and accounts not later than 10 months after the end of our financial year. The content of these public documents is set by the Charity Commission. Our submission deadline was 31st January 2021.

The Charity Commission in the circumstances accepted our request for an extension to the deadline and for us to submit a Trustees Annual Report for 2019/20 in place of an annual report.

The RSME return is therefore not shown as 'overdue' on the public register of charities.

This report has been prepared in accordance with the Charity Commissions Guidance – Charity reporting and accounting: the essentials November 2016 (CC15d)

2. Summary of the objects of the RSME as set out in its governing documents

- To promote for the benefit of the inhabitants of Reading and surrounding areas the provision of facilities for recreation or leisure time occupation in the field of model engineering and allied subjects.
- To promote the education of young people aged 12 to 16, on the subjects of basic engineering, modelling skills and miniature railway operation.
- To advance the education of the public in general, in model engineering, and in the building, operation and maintenance of miniature locomotives.

3. Activities undertaken by RSME for the public benefit in relation to the objects

When planning our activities for the year, the trustees always keep in mind the Charity Commission's Public Benefit Guidance and have due regard to it when exercising any powers or duties to which the guidance relates.

Due to COVID 19 restrictions the trustees were unable to organise any activities during 2020/2021

A small group of members worked under covid restrictions to maintain the charities facilities and undertake essential refurbishment works

4. Governance and management arrangements

The Reading Society of Model Engineers is a Registered Charity (Charitable Incorporated Organisation) number 1163244, with liability limited to an amount not exceeding £1 (one pound) per member in event of the winding up of the charity.

The principal governance document is the Constitution dated 2nd July 2015, which was adopted at the General Meeting of the society held on 17th September 2015.

5. Trustees function and duties

The trustees shall manage the affairs of the CIO and may for that purpose exercise all the powers of the CIO.

It is the duty of each charity trustee: to exercise his or her powers and to perform his or her functions as a trustee of the CIO in the way he or she decides in good faith would be the most likely to further the purposes of the CIO

'All decisions concerning the charity are taken by all the trustees, acting collectively and as a team.' (See *'The Essential Trustee' - Charity Commission*)

However, the decisions need not be unanimous, a majority decision is sufficient. Any decision of the trustees is final

6. Charity trustees

The (8) trustees of the CIO currently are:

Ernest Brown Michael Chalmers Peter Culham Jim Cusworth

Peter Harrison (Trustee Secretary) Stuart Kidd Nigel Penford

John Billard (Trustee Chair)

7. Election of Trustees

At every Annual General Meeting of the members of the CIO, one third (three at present) of the elected trustees retire from office. The trustees, who retire, are those who have been longest in office. The vacancies so arising will be filled by the decision of the members at the annual general meeting. The trustees retiring by rotation in the 2020/21 AGM are

Stuart Kidd, Nigel Penford and Peter Culham.

Jim Cusworth resigned in September 2021

There are therefore a total of three trustee vacancies at this AGM,

8. Appointment of Officers

President

The President will act as the “figurehead” of the Society.

Les Dawson is our current President.

Vice President

The post of Vice President is awarded to recognise Members who have had a significant impact on the development of the charity. There are currently 2 Vice Presidents, Mike Sinclair and Jim Brown

Trustee Secretary

The Secretary is appointed by the trustees for such time (normally 12 months) as they may think fit. The role of the Secretary is to provide administrative support to the trustees. The post does not have any executive powers.

Treasurer

The trustees may from time to time appoint a Treasurer or Honorary Treasurer

Trustee Chair

The trustees may from time to time appoint a Chair of the trustees.

9. Safeguarding of Children and Young People

It is the policy of the trustees of the RSME that:

The child's welfare is paramount

All children whatever their age, culture, disability, gender, racial origin, religious belief and/or sexual identity, have the right to protection from abuse

All suspicions and allegations of inappropriate behaviour will be taken seriously and responded to swiftly and appropriately.

All activities for the 'Young Engineers' are risk assessed.

The RSME Child Protection Code of Practice was reviewed by the trustees in 2019, and two trustees have attended seminars on Child Protection issues at Reading Voluntary Service

Five trustees and three members have been DBS checked.

The Trustees will review the Code of Practice in 2021/22.

10. Membership

The final membership number for 2019/20 was 106 and for 2020/2021 was 63

11. Editors report - PROSPECTUS

Twelve issues of the PROSPECTUS have again been produced this year all just about to schedule. Once more I am very grateful for the regular contributors who without fail produce copy on time.

With the Covid 19 restrictions bearing heavily on RSME it has been essential to keep members informed of an ever-changing situation.

12. Financial Statements and Accounts

12.1. Summary of accounts

- **Receipts and Payments 04/2020 to 03/2021 (CC16a appendix refers)**

Copy attached for member approval.

12.2. Accounting Convention and Practices

The trustees have agreed that the accounts will be prepared on a receipts and payments basis. This is the simpler of the two methods recommended by the Charity Commission.

The coding structure for the income and expenditure reflects Charity Commission recommendations.

The trustees have also kept under review the internal financial controls of the society, against the legal requirements and good practice for a charity, as set out in guidance from the Charity Commissioners.

- All financial documents are retained in the clubhouse.
- Wherever possible BACS is now used for payments.

- New procedures for the provision of floats for Public Running etc and the counting and reconciliation of cash income have been introduced.

- The use of a card terminal is being investigated.

12.3. Trustees Remuneration and Benefits

There was no trustee's remuneration, or other benefits, or expenses paid for the years ended 31/3/2020 and 31/3 /2021. All trustees give their time voluntarily. None of the trustees hold title to any property belonging to the RSME.

12.4. Income

Birthday Parties and Public Running

The RSME's principal sources of income are through the organisation of Birthday Parties and operation of the miniature railway. Due to Covid 19 restrictions there was no income from these sources. The negative amount of £600 was the refund of party deposits.

Grant Aid

The club qualified for a Covid 19 government grant for small businesses in the sum of £10,000

Subscriptions

Subscription income for the year 2020/21 amounted to £995 against £3025 for the accounting year 2019/20.

Subscriptions 2021/2022

Some members expressed a view that the trustees should reduce or cancel membership subscriptions, to reflect the lack of access they have had to the club's facilities over the past year due to Covid 19 restrictions.

At the time of writing this note - future income remains uncertain.

The trustees wish though to complete the repairs/refurbishment tasks to our facilities whilst the opportunity exists. To do so, the trustees decided to maintain the current membership fees.

Our constitution dictates that our income and property must be applied solely to the promotion of our objects, which include the provision of our facilities.

The trustees are not empowered to apply monies from our balances to reduce the annual fees for membership.

The trustees have delegated authority to the Membership Secretary to approve concessionary subscription rates where applicable.

Last year our main income was membership fees £995 together with the government grant of £10,000. The accounts for 2020/21 show a deficit of £9161

12.5. Expenditure

Thanks to the grant, the trustees decided to use the extended period the clubhouse has been closed to undertake essential refurbishment works.

Thanks, should be placed on record to the small group of members who over the past year have worked under Covid restrictions on the clubhouse and others who have maintained the grounds etc.,

The main items of expenditure (over and above our normal annual running costs of insurances etc) were a rewire of the clubhouse (£7296) and an interior redecoration (£2512) with a refit of the kitchen including a new water heater (which also serves the toilet) The clubhouse loft has been reboarded for safety.

Work/expenditure planned for this year (2021/22) includes balance of the costs for the rewire, reboarding of the station footbridge, hand drier for toilet, and completing the kitchen including fridge and work tops. A new battery charger for GL track loco lift has been purchased. Consideration is being given to the purchase of a defibrillator.

12.6. Liabilities

At 31/03/2020, the final payment for the clubhouse re-wire, estimated at £1824 remained outstanding. This has now been paid in full.

12.7. Unrestricted and restricted funds

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees. Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor when funds are raised for particular purposes.

12.8. Trustees' policy on Reserves

At the end of the financial year the accumulated funds amounted to £53,330, of which £5121 were restricted funds (available only for the raised track extension project).

The Trustees, as part of their Reserves Policy, have agreed to aim to hold at least £10,000 and no more than £15,000 in unallocated reserves at the year

end. These funds are held in order to meet any unforeseen expenditure that may occur, for example track and locomotive repairs. The balance of the cash held at the bank, £38,000, has been provisionally allocated by the trustees against following projects:

-

-Refurbishment of Clubroom and Kitchen	£1000
-External painting	£5000
-Complete renewal of Clubroom electrics	£2000
-Raised track extension – restricted funds	£5000
-Raised track extension	£20,000
-Unallocated	£5000

12.9. Gift Aid

The RSME has registered with the HMRC for Gift Aid.

Records are being kept of significant donations, a claim will be made in 2021/22 (rules prohibit claims for small donations in first 12 months).

12.10. Grants

The organisation does not have a grant making policy to either external organisations or individuals.

The trustees will support members should they wish to organise a Fund-raising event for a locally based charity, using the club's facilities on not more than one occasion in a year

Jim Brown

Stuart Kidd



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name Reading Society of Model Engineers	No (if any) 116324
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CC16a

Receipts and payments accounts

For the period from	Period start date 4/1/2020	To	Period end date 3/31/2021
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations (Non Gift Aid)	10,032	-	-	10,032	918
Gift Aid Donations	528	-	-	528	-
Small Donations (Gift Aid)	97	-	-	97	864
Birthday Parties	- 600	-	-	- 600	5,780
subscriptions	995	-	-	995	3,025
Public running	-	-	-	-	7,990
Santa and refreshments	-	-	-	-	4,348
Bank interest	59	7	-	66	198
Sub total (Gross income for AR)	11,111	7	-	11,118	23,123
A2 Asset and investment sales, (see table).					
none	nil	nil	nil	nil	nil
Sub total	-	-	-	-	-
Total receipts	11,111	7	nil	11,118	23,122
A3 Payments					
clubhouse	10,477	-	-	10,477	455
electricity	492	-	-	492	1,475
insurances	5,917	-	-	5,917	871
rent and rates	1,012	-	-	1,012	915
grounds maintenance	864	-	-	864	872
raised track	442	-	-	442	2,731
refreshments	13	-	-	13	1,218
print, stationery and governance costs	435	-	-	435	489
ground level track	322	-	-	322	1,976
young engineers	-	-	-	-	124
workshop and consumables	27	-	-	27	530
loco and truck maintenance	-	-	-	-	927
members activities	-	-	-	-	178
birthdays	-	-	-	-	192
santa specials	-	-	-	-	2,008
Sub total	20,001	-	-	20,001	14,961
A4 Asset and investment purchases, (see table)					
	279	nil	nil		nil
Sub total	279	-	-	279	3,459
Total payments	20,280	-	-	20,280	18,420
Net of receipts/(payments)	- 9,169	7	-	- 9,162	4,702
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	57,377	5,114	-	62,491	57,788
Cash funds this year end	48,208	5,121	-	53,330	62,490

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash in hand	205	nil	nil
	Bank current accounts	4,942	nil	nil
	Bank deposit accounts	48,209	5,121	nil
	Total cash funds	53,356	5,121	nil
	(agree balances with receipts and payments account(s))	Agreement Error	OK	#VALUE!
B2 Other monetary assets	Details	to nearest £	to nearest £	to nearest £
	none	-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	none		-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Clubroom and associated buildings	Unrestricted	-	-
	Clubroom equipment	unrestricted	1,700	-
	Workshop equipment	unrestricted	1,800	-
	Office equipment	unrestricted	250	-
	Ground and raised track infrastructure	unrestricted	27,650	-
	Gardening equipment	unrestricted	3,500	-
	Miniature railway rolling stock	unrestricted	25,600	-
	Model railways and models	unrestricted	7,500	-
Gazebos	unrestricted	1,250	-	
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	None	none	none	none
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Stuart Kidd		



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name Reading Society of Model Engineers	No (if any) 116324
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CC16a

Receipts and payments accounts

For the period from	Period start date 4/1/2020	To	Period end date 3/31/2021
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations (Non Gift Aid)	10,032	-	-	10,032	918
Gift Aid Donations	528	-	-	528	-
Small Donations (Gift Aid)	97	-	-	97	864
Birthday Parties	- 600	-	-	- 600	5,780
subscriptions	995	-	-	995	3,025
Public running	-	-	-	-	7,990
Santa and refreshments	-	-	-	-	4,348
Bank interest	59	7	-	66	198
Sub total (Gross income for AR)	11,111	7	-	11,118	23,123
A2 Asset and investment sales, (see table).					
none	nil	nil	nil	nil	nil
Sub total	-	-	-	-	-
Total receipts	11,111	7	nil	11,118	23,122
A3 Payments					
clubhouse	10,477	-	-	10,477	455
electricity	492	-	-	492	1,475
insurances	5,917	-	-	5,917	871
rent and rates	1,012	-	-	1,012	915
grounds maintenance	864	-	-	864	872
raised track	442	-	-	442	2,731
refreshments	13	-	-	13	1,218
print, stationery and governance costs	435	-	-	435	489
ground level track	322	-	-	322	1,976
young engineers	-	-	-	-	124
workshop and consumables	27	-	-	27	530
loco and truck maintenance	-	-	-	-	927
members activities	-	-	-	-	178
birthdays	-	-	-	-	192
santa specials	-	-	-	-	2,008
Sub total	20,001	-	-	20,001	14,961
A4 Asset and investment purchases, (see table)					
	279	nil	nil		nil
Sub total	279	-	-	279	3,459
Total payments	20,280	-	-	20,280	18,420
Net of receipts/(payments)	- 9,169	7	-	- 9,162	4,702
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	57,377	5,114	-	62,491	57,788
Cash funds this year end	48,208	5,121	-	53,330	62,490

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash in hand	205	nil	nil
	Bank current accounts	4,942	nil	nil
	Bank deposit accounts	48,209	5,121	nil
	Total cash funds	53,356	5,121	nil
	(agree balances with receipts and payments account(s))	Agreement Error	OK	#VALUE!
B2 Other monetary assets	Details	to nearest £	to nearest £	to nearest £
	none	-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	none		-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Clubroom and associated buildings	Unrestricted	-	-
	Clubroom equipment	unrestricted	1,700	-
	Workshop equipment	unrestricted	1,800	-
	Office equipment	unrestricted	250	-
	Ground and raised track infrastructure	unrestricted	27,650	-
	Gardening equipment	unrestricted	3,500	-
	Miniature railway rolling stock	unrestricted	25,600	-
	Model railways and models	unrestricted	7,500	-
	Gazebos	unrestricted	1,250	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	None	none	none	none
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	<i>Stuart Kidd</i>	Stuart Kidd	21/10/2021	