



Trustees' Annual Report for the period

		Period start date			Period end date		
		Day 01	Month 01	Year 2022	Day 31	Month 12	Year 2022
From					To		

Section A Reference and administration details

Charity name Dorset Record Society

Other names charity is known by

Registered charity number (if any) 1165078

Charity's principal address Dorset History Centre

Bridport Road

DORCHESTER

Postcode DT1

1RP

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Sam Johnston	Chairman		
2	Ann Smith	Secretary		
3	Geoff Smith	Treasurer		
4	Mark Forrest	Editor		
5	Martin Ayres			
6	John Chandler			
7	Graham Hoddinott			
8	Katherine Barker			
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20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organization
Trustee selection methods (eg. appointed by, elected by)	Elected by the Trustees

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To advance the education of the public in the subject of history, and to facilitate historical research by the publication, distribution and interpretation of archival texts, records and study guides relating to the county of Dorset.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The Trustees held the seventh AGM at Dorset History Centre on 23rd March 2023 to discuss Record Society business. The accounts and the minutes of the previous meeting in 2022 were approved. The second edition of the Minute Book of Weymouth and Melcombe Regis 1625-1660, published in hardback with illustrations and a new Preface has now been issued. Volume 22, The Records of Bridport Fraternities c. 1300-1550 was published at the end of 2022. We held an additional meeting remotely by MS Teams to plan the launch which will be early in 2023. Volumes in preparation include Corfe Castle census and associated documents which is nearly ready for publication, the Minutes of the Dorset Standing Committee 1650-1660 which just needs the text checking, the Dorset Lay Subsidy of 1628, the Dorchester Offenders Book 1620s and 1630s, and Witchcraft in Dorset. Work is continuing on The Love Letters and Poems of William Barnes will be re-issued in hardback format shortly.

The South-West regional meeting of the British Association for Local History took place in October 2022 at Taunton, after being delayed for two years. One of our Trustees, Mark Forrest was a speaker at the event and another Trustee helped with organizing the event. They ran a bookstall for Dorset Record Society This was successful in terms of sales and raising our profile.

We have recruited Sam Shave, Trixie Gadd and Henry French as volunteer advisors. They all have academic backgrounds. They help us by reviewing texts, writing introductions, research context and providing links with the academic community. We are beginning to think about Succession and recruiting new Trustees. We particularly need people who are familiar with social media, the press and advertising.

The Trustees have had regard to the guidance issued by the Charity Commission on public benefit in running the charity.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

We have published one new volume in the last year, The Thomas Rackett Papers, 1786-1840. Two more volumes are almost ready for publication. As a result of the pandemic, opportunities to sell our volumes have been reduced, and we are actively seeking new outlets.

Section E Financial review

Brief statement of the charity's policy on reserves

Sales of books provide income for future publications.
All funds are held in the DRS bank account.
There are no separate reserves but the Treasurer and Trustees have agreed a policy that no more than 50% of available funds may be committed to a new publication and that a minimum balance of £500 pounds will be maintained in the DRS bank account.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s) P.A. Smith

Full name(s) Patricia Ann Smith

Position (eg Secretary, Chair, etc) Secretary

Date 3th May 2023

Dorset Record Society

RECEIPTS AND PAYMENTS ACCOUNT - 2022

	£	£		£	£
Opening Balance on 1st January 2022			Printing & publication costs	612.81	
Lloyds Bank	9466.27		Editorial expenses	0.00	
			Secretarial expenses	23.80	
		9466.27	Bank charges	0.00	
			Refunds	0.00	
					636.61
DRS Book Sales	451.11		Balance at 31st December 2022		
Other Sales	0.00				
Grants	0.00		Lloyds Bank	9280.77	
Donations	0.00				
		451.11			9280.77
		9917.38			9917.38

Income and Expenditure: 2022

Income:	451.11
Expenditure	636.61
Contingent Liabilities	0.00

Surplus / Deficit: -185.50

G M Smith
Hon. Treasurer
Date:

05/01/2023