

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN

England & Wales · Charity number 1175879

Details

Status Registered

Legal form CIO

Registered 2017-11-22

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

Contact

Address c/o Kate Rieppel
29 Warren Street
W1T 5NE

Phone 07747464319

Email info@handengravers.org.uk

Website www.handengravers.org.uk

Activities

Objects: TO ADVANCE THE EDUCATION OF THE PUBLIC IN THE CRAFT OF HAND ENGRAVING THROUGH EDUCATION AND TRAINING.

Activities: To promote the highest standards of craftsmanship, design and commercial practice among hand engravers To encourage greater awareness of hand engraving among practitioners in other allied crafts; To educate the general public in the craft. Carried out through, though not exclusively: TRAINING, EDUCATION, SUPPORT and REPRESENTATION of the craft locally, nationally and internationally.

Classification

- **How:** Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body
- **What:** Education/training, Arts/culture/heritage/science
- **Who:** Children/young People, The General Public/mankind

Geography

- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£34,476	£27,071	-	-
2023-12-31	£30,254	£46,926	-	-
2022-12-31	£49,862	£51,969	-	-
2021-12-31	£42,640	£36,428	-	-
2020-12-31	£18,468	£34,073	-	-

Trustees

Name	Role	Appointed
Anastasia Young MA		2023-07-05
Chih-Ning Li		2025-11-21
DUNCAN BAIRD-MURRAY		2017-08-31
GRISELDA BEAR		2018-06-20
Jeffrey Lassaline		2023-02-06
Karen Marion Wallace		2026-02-06
Megan Rigby		2023-07-05
RODNEY JAMES RIGBY		2017-08-31
Richard Colin Watson		2025-01-24

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN

England & Wales - Charity number 1175879

Accounts

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN

ANNUAL REPORT AND STATEMENT OF ACCOUNTS

FOR YEAR ENDED 31 DECEMBER 2024

CHARITABLE INCORPORATED ORGANISATION

CHARITY REGISTRATION NUMBER: 1175879

Independent Examiners Ltd
The Grain Store
Hills Barns
Appledram Lane South
Chichester, West Sussex
PO20 7EG

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
CHARITABLE INCORPORATED ORGANISATION
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THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
CHARITABLE INCORPORATED ORGANISATION
LEGAL AND ADMINISTRATIVE INFORMATION

CHARITY NUMBER 1175879

START OF FINANCIAL YEAR 01 January 2024

END OF FINANCIAL YEAR 31 December 2024

TRUSTEES AT 31 DECEMBER 2024

Lord T Young	Chair
Mr J Lassaline	Vice Chair
Mr D Baird-Murray	Secretary
Ms M Rigby	
Mr R J Rigby	
Mrs G Bear	
Mr J-P Daeschler	
Mr C Rowley	
Ms A Young MA	
Mr R C Watson - appointed on 24.01.2025	
Ms J Price - resigned in January 2025	

The existing trustees appoint any new trustees following the provisions laid out in the Charity's governing instrument.

GOVERNING INSTRUMENT CIO - ASSOCIATION Registered 22 Nov 2017 as amended on 21 Sept 2024

REGISTRATION DATE 22 November 2017

OBJECTS To advance the education of the public in the craft of hand engraving through education and training.

REGISTERED ADDRESS Kate Rieppel
29 Warren Street
W1T 5NE

PRIMARY BANKERS Metrobank
One Southampton Row
London
WC18 5HA

INDEPENDENT EXAMINER Zita Derbak
Independent Examiners Ltd
The Grain Store
Hills Barns
Appledram Lane South
Chichester, West Sussex
PO20 7EG



TRUSTEES REVIEW OF THE YEAR ENDING 31 DECEMBER 2024

Once again the Association has enjoyed a busy and eventful year with a number of events for members. This year there has been a focus on Seal Engraving culminating in a Seal Engraving Competition generously sponsored by our Project Patron, Andrew Morris, of Sigillum Seals.

Members Events and Activities



Photo: Megan Rigby demonstrating seal engraving at the January 2024 Members Event at Rebus Signet Rings

The first event of the year was a visit to Rebus Signet Rings in London's Hatton Garden. Megan Rigby gave a demonstration of seal engraving and members learned about the history and work of the company.

In May members of the Association were invited to an exclusive viewing of hand engraved printing plates at the British Museum. Plates engraved by or "after" masters such as Albrecht Durer, Hendrik Goltzius and William Hogarth as well as a banknote, bookplate and other examples of copperplate and intaglio engraving, which are not normally on public display, were made available for the group to examine.

Another exclusive event for members was a talk by Richard Fox of Fox Silver Ltd in the opulent surroundings of the Goldsmiths Hall. Richard talked about the story behind Fox Silver and the making of the Formula 1 trophies. After the talk members were able to look round the exhibition and ask questions of the Exhibition Director, Karin Paynter.

A highlight of the year was the Hand Engravers Association AGM which was held at the House of Lords thanks to the Association's Chair, Lord Young of Norwood Green. Members and guests enjoyed a delicious light lunch and, after the business part of the meeting had been completed, Andrew Morris gave a fascinating talk about the Sigillum Seal collection.

Competitions



We were once again delighted to be able to run our Greetings Card Design Competition supported by the specialist printers Baddeley Brothers. The winner for 2024 was John Cook (pictured left with his winning plate) who won 100 cards printed with his design plus a £100 voucher from the Hand Engravers Association. We are extremely grateful to Charles Pertwee and the team at Baddeley Brothers for their continued support of this competition and the Association.

In 2024 the Association launched a Seal Engraving Competition generously sponsored by our patron, Andrew Morris of Sigillum Seals. Andrew treated us to a fascinating talk about his collection at the Association's AGM which was held in October at the House of Lords. It was a privilege to be able to handle a number of the seals from the extensive collection. Andrew is keen to encourage and support the craft of seal engraving.



Photo: Seal from the Sigillum Seal Collection

Courses



We continue to run courses to promote the craft both in-person and online. Our online courses attract an international audience and since 2020 we have welcomed students from the USA, Canada, Brazil, Australia and Singapore.

In 2024 the Association ran two online courses, led by Angus McFadyen, which were attended this time by people from Australia, USA and Europe. Feedback from these courses is always positive and demonstrates the courses are inspiring the participants with comments such as:

"Excellent communication and encouragement."

"I learned more than expected, I am absolutely motivated to go further!"

Changes to Administration Staff

In October we said goodbye to Association Director, Sally Dodson, who has changed roles to explore new opportunities. Sally worked hard for the Association for 11 years, organising exhibitions and events, as well as advocating for and promoting the craft at every opportunity.

Photo: Sally Dodson at the Silver in the Fast Lane Exhibition at the Goldsmiths Hall.



Thank you!

The Hand Engravers Association would not be able to continue without the generosity of our wonderful Patrons and Project Patron:

Chris and Anna Rowley
Sir George and Lady White
The A.C.H. Crisford Charitable Trust
Sigillum Seals
Dr Malcolm Appleby MBE

We are extremely grateful for their continued support.



Photo: Patron pins engraved by Anna Olafsson

Financial review

Unrestricted year-end balance was £12,374 , £565 more than last year, while the restricted fund balance was £6,840 more than last year's £1,277. The trustees have set a target of reserves as being sufficient to the following year's on-going planned costs of administration of the association which has been set at £18,000; with surpluses being generated from courses being offered in various specialist field of engraving to cover other vital costs, the reserves are deemed to be adequate to meet all these costs.

Responsibilities of Trustees

Charity law requires the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its incoming resources and resources expended for the period. In preparing those financial statements, the Board of Trustees should follow best practice and are required to;

- select suitable accounting policies and apply them consistently
- make judgments and estimates that are reasonable and prudent
- comply with applicable accounting standards subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The Board of Trustees is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:-

- the charity is operating efficiently and effectively
- all assets are safeguarded against unauthorised use or disposition and are properly applied
- proper records are maintained and financial information used within the charity or for publication is reliable
- the charity complies with relevant laws and regulations

The systems of internal control are designed to provide reasonable but not absolute assurance against material misstatement or loss.

Approved by the Trustees on 10/09/2025.....

Signed on their behalf by Trustee .....

Printed Name: JEFFREY LASSAGNE

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
CHARITABLE INCORPORATED ORGANISATION
INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2024

I report to the trustees of The Hand Engravers Association of Great Britain on the accounts for the year ended 31st December 2024 set out on pages 9 to 15.

Responsibilities and basis of report

As the charity trustees of the CIO, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the CIO's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Zita Derbak MAAT AATQB
Independent Examiners Ltd
The Grain Store
Hills Barns
Appledram Lane South
Chichester, West Sussex
PO20 7EG

Sign: 

Date: 12.09.2025

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
STATEMENT OF RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2024

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
RECEIPTS					
Donations & Legacies	3b	34,476	-	34,476	30,254
TOTAL RECEIPTS		34,476	-	34,476	30,254
PAYMENTS					
Costs of Charitable Activities	4	26,848	223	27,071	46,926
TOTAL PAYMENTS		26,848	223	27,071	46,926
NET INCOMING/(OUTGOING) RESOURCES					
Transfer between Funds	5	(7,063)	7,063	-	-
NET MOVEMENT IN FUNDS		565	6,840	7,405	(16,672)
RECONCILIATION OF FUNDS:					
Funds last year end		10,063	3,023	13,086	29,758
Adjustments to Funds last year*		1,746	(1,746)	-	-
Adjusted Funds last year end		11,809	1,277	13,086	29,758
Funds this year end		12,374	8,117	20,491	13,086

All of the Charity's operations are classed as continuing operations.

* Unrestricted Funds last year end were understated , while restricted Funds last year end were overstated by £1,746 due to clerical error on Receipts and Payments page. Current assets were correctly represented.

The notes form part of these financial statements, found on pages: 11 to 15

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
CHARITABLE INCORPORATED ORGANISATION
STATEMENT OF ASSETS AND LIABILITIES
FOR THE YEAR ENDED 31ST DECEMBER 2024

	Unrestricted Fund £	Restricted Fund £	Total 31-Dec-24 £	Total 31-Dec-23 £
Cash at bank and in hand				
Metro Bank no 1	10,268	8,117	18,385	10,063
Metro Bank no 2	2,106	-	2,106	3,023
	12,374	8,117	20,491	13,086
Represented by:				
General Funds	12,374	-	12,374	10,063
Restricted Funds	-	8,117	8,117	3,023
	12,374	8,117	20,491	13,086
Other Assets				
HMRC - Gift Aid	625	-	625	625
	625	-	625	625
Liabilities				
Independent Examiner's Fee	960	-	960	200
	960	-	960	200

TRUSTEES RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The Trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments Account and Statement of Assets and Liabilities which are set out on pages 9 and 10.

Approved by the Trustees on 10/09/2025

Signed on their behalf by Trustee

Print Name: JEFFREY LASSAINE

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
CHARITABLE INCORPORATED ORGANISATION
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2024

1. BASIS OF ACCOUNTING

The accounts have been prepared under the "Receipts and Payments" basis as prescribed by the Charity Commissioners, and they meet the appropriate legal requirements.

The Charitable Incorporated Organisation (CIO) 1175879 was registered on 22 November 2017, to continue the work of the unregistered membership association known as the Association of Hand Engravers of Great Britain which had been established more than 10 years earlier. The net assets of the previous body were transferred on 1 January 2018 and the charity was recognised as the successor of the previously unregistered body. These Financial Statements cover the year to 31 December 2024.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest pound. The Charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost unless otherwise stated in the relevant accounting policy notes.

Assessment of Going Concern

Preparation of the accounts is on a going concern basis. The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Fund Accounting

Funds held by the charity are either:

1. **Unrestricted Funds** - these are funds which can be used in accordance with the charity's objectives, at the discretion of the trustees.
2. **Designated funds**
These funds are funds set aside by the trustees out of unrestricted general funds for specific purposes or
3. **Restricted Funds** - these are funds that can only be used for particular restricted purposes within the objects of the charity.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Incoming Resources

All income is included in the accounts when actually received by the Charity.

Resources Expended

Resources expended are recognised when paid by the Charity.

2. TANGIBLE FIXED ASSETS

The Charity held no fixed assets investments during this or the previous financial period.

This page does not form part of the statutory financial statements

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
CHARITABLE INCORPORATED ORGANISATION
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2024

3. RECEIPTS

Income and Endowments from:

	Note	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Grants and donations		21,317	-	21,317	9,630
Courses		7,900	-	7,900	8,331
Memberships Subscriptions		4,900	-	4,900	7,023
Other Income		359	-	359	5,270
		34,476	-	34,476	30,254

4. PAYMENTS

a) Costs of Charitable Activities

	Note	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Courses		3,069	-	3,069	-
Training		999	-	999	16,791
Events		835	-	835	4,356
Administration and support cost		20,266	-	20,266	23,075
Website and IT	5	770	223	993	153
Sundry Expenses		-	-	-	953
Governance Costs:					
Accountancy Fees		253	-	253	1,187
Independent examiners fee		200	-	200	-
Insurance		456	-	456	411
		26,848	223	27,071	46,926

This page does not form part of the statutory financial statements

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
CHARITABLE INCORPORATED ORGANISATION
NOTES TO THE ACCOUNTS (continued)
FOR THE YEAR ENDED 31ST DECEMBER 2024

5. RESTRICTED FUNDS

	CURRENT FINANCIAL YEAR			
	Cash fund at 01-Jan-24	Receipts £	Payments £	Transfer £
Clockmakers Company (SJCF) Portal Trust	(180)	-	-	180
Goldsmith's Company	151	-	-	-
GC TRT Seal Engraving	7,966	-	-	-
	(6,660)	-	(223)	6,883
	1,277	-	(223)	7,063
				8,117

	PREVIOUS FINANCIAL YEAR			
	Cash fund at 01-Jan-23	Receipts £	Payments £	Transfer £
Clockmakers Company (SJCF) Portal Trust	(180)	-	-	-
Goldsmith's Company	6,491	-	(6,340)	-
GC TRT Seal Engraving	9,952	-	(1,986)	-
	(6,433)	-	(227)	-
	9,830	-	(8,553)	-
				1,277

In the year there were costs for an apprentice paid to the training master of £6,340 (2022 - £753) which were expended from grants received from the Sir John Cass Foundation for this purpose. It is listed as The Portal Trust but this is the new name for what was the Sir John Cass's Foundation. It is part of the same three year grant 2019-2022 - Megan Rigby training at Rebus. (NB due to Covid the finish was extended into 2023)

The Restricted Funds are wholly represented by the Charity's cash reserves and are to be expended as specified above.

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
CHARITABLE INCORPORATED ORGANISATION
NOTES TO THE ACCOUNTS (continued)
FOR THE YEAR ENDED 31ST DECEMBER 2024

6. STAFF COSTS AND NUMBERS

The CIO employed no members of staff but had the services of an administrator on a part time basis who invoiced their services on a time basis.

7. TRUSTEES AND OTHER RELATED PARTIES

None of the Trustees have been paid remuneration for acting as a Trustee, also no trustees claimed expenses during the period. (2023: Nil)

The only related party transactions during the year were:-

One trustee received £228 for her out of pocket expenses in the year which were spent on travel and postage costs. (2023: Nil)

Nine trustees are also members and paid membership subscriptions of £640 in the year. (2023: Eight trustees paid membership fee of £310 in the year)

In 2023 Rodney Rigby made a trophy which was presented as a Lifetime Achievement Award and received a £250 payment for the materials (including fishing files) involved.

In 2023 unrestricted donations totalling £2,560 were made by trustee Chris Rowley.

John Dickson & Son Ltd (a company owned by trustee JP Daeschler) made a Patron Contribution of £1500 in 2023. No contributions were made in 2024.

No other payments were made to trustees or any persons connected with them during this financial period. No material transaction took place between the organisation and a trustee or any person connected with them.

8. TAXATION

The charity is exempt from tax on its charitable activities.

9. RISK ASSESSMENT

The Trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
CHARITABLE INCORPORATED ORGANISATION
NOTES TO THE ACCOUNTS (continued)
FOR THE YEAR ENDED 31ST DECEMBER 2024

10. PUBLIC BENEFIT

The Charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.

11. RESERVES POLICY

The Trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The Trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The trustees will endeavour not to set aside funds unnecessarily.

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN

England & Wales - Charity number 1175879

Accounts



TRUSTEES REPORT FOR THE YEAR ENDING 31 DECEMBER 2023

2023 has been another busy year for the Association with visits to 3 different gunmakers, an engine turning workshop and the Birmingham Assay Office, exhibitions in Yorkshire and Edinburgh, and taster sessions and introduction courses in engraving, both in person and online.

Members Events and Activities



Photo above: Gun engraved by Ken Hunt

We were thrilled to hold our annual New Year members get-together at the prestigious offices of James Purdey & Sons in Mayfair where we were treated to an informative talk on the history of the company, and had the opportunity to look at some of their artefacts and archives that aren't on display to members of the public. In June we enjoyed a tour of the workshops at Westley Richards where we were made to feel very welcome by Trigger and his team. It was fascinating to learn about and see the work that goes into creating the handmade, bespoke guns. John Rigby & Co in South London was the venue for a September visit, where once again we were made to feel very welcome by Ed Workman and his team, were given a tour of the workshops and had the opportunity to talk

with the friendly and talented craftsmen and women. We are grateful to J-P Daeschler, our trustee, for making these visits possible.

In September, members were generously invited to visit David and Anita Wood-Heath's home to find out more and try out some of his engine turning machines. This proved to be a most interesting day and was very much enjoyed by all who attended.

Exhibitions

In the summer the Trustees of the Hand Engravers Association of Great Britain were delighted to be able to present nearly 40 examples of the work of British based hand engravers in an exhibition titled 'Embellish The Art of Hand Engraving'. The aim was to demonstrate the diversity and beauty of objects hand engraved today, alongside some more historical pieces. It helped to reveal that engraving can be applied to any object and with any theme.

The exhibition opened at Tennants Auctioneers and included works by renowned engravers such as Malcolm Appleby and George Lukes, alongside next generation award winners Ibrahim Batchelder, Anna Olafsson, Megan Rigby and Anastasia Young. The exhibition ran for nearly six weeks over the summer, and we were delighted to be able to reprise it in Edinburgh in October at the Elements Festival held at Lyon and Turnbull (*see photo below*)



The majority of artworks presented in the exhibition are not usually on public display with many having been loaned directly from the artists who created them while others came from private collections and other lenders. The Trustees are particularly grateful to The Pearson Silver Collection for generously loaning a number of pieces for the duration of the exhibition and also to the Worshipful Company of Clockmakers for allowing the Anna Olafsson dish, which they recently acquired, to be included in the exhibition.

We are grateful to our Trustee, Jeffrey Lassaline, for making this exhibition possible, and to everyone at Tennants Auctioneers for their help and support. The Elements Festival was presented by The Scottish Goldsmiths Trust and Lyon and Turnbull Auctioneers.

Competitions



2023 saw the Association run 2 competitions for hand engravers. These competitions aim to raise the profile of the craft and provide opportunities to highlight the skills and talent of our members.

At the start of the year, we announced Ibrahim Batchelder as the winner of the Clock and Watch Engraving Competition which we ran in conjunction with the Worshipful Company of Clockmakers. John Cook and John Farman were highly commended for their entries.

In the summer we held the 3rd annual Greetings Card Competition in partnership with Baddeley Brothers Ltd, specialist printers and envelope makers. This competition was also won by Ibrahim Batchelder.

We are grateful to the Worshipful Company of Clockmakers and Baddeley Brothers Ltd for their support of the Association.

Photos above and right: Ibrahim Batchelder's winning designs



Courses

We continue to run courses, both in person and online to promote the craft. Our online courses attract an international audience and since 2020 we have welcomed students from countries including the US, Canada, Brazil, Australia and Singapore.



We also held taster sessions in Birmingham, alongside a masterclass on Traditional Scroll Carving led by the award winning engraver, Karen Wallace.

There are very few places now that offer courses in hand engraving, so it is important that we continue to provide opportunities for people to learn about the craft. We were delighted to hear that in June Dr Malcolm Appleby MBE had invited a number of master and trainee engravers to his workshop to spend a few days sharing skills and ideas. This proved to be a very inspiring and productive event, much enjoyed by all who attended.

Lifetime Achievement Award for Angus McFadyen



We were delighted to present our former chair, trustee and long-standing Association member, Angus McFadyen, with a Lifetime Achievement Award for his generosity of time, patience and sage advice to hand engravers. As well as being an award-winning professional engraver Angus is a highly regarded teacher of the craft and has played a key role in developing and leading the online courses that the Association has offered since 2020.

The trophy was created by Rodney Rigby and reflects Angus's interest in fly-fishing.

Photo: Angus McFadyen being presented with his award by Association Director, Sally Dodson.

Changes to the Board of Trustees

During 2023 we said goodbye and thank you to two of our long standing trustees when Alan Craxford and Wayne Parrott stepped down from the Board. Both have made a huge and significant contribution to the craft over many years, and we are delighted that they have agreed to be advisors to the Association. We also thanked Nigel Israel for his three year term as a trustee which came to an end in June 2023.

We were delighted to welcome to the Board three new trustees:

Anastasia Young MA (RCA) trained as a jeweller at St Martins School of Jewellery where she taught for over twenty years before moving to the Birmingham School of Jewellery. She is the author of four key technical jewellery books. Anastasia also sits on the board of The Association for Contemporary Jewellery. She specialises in surface engraving, utilising her skills to both decorate her jewellery and to engrave plates for intaglio printing.

Megan Rigby has just completed her five year apprenticeship (supported by the Association) at Rebus Signet Rings and is one of the country's leading young engravers. She has won five (of which three were gold) awards from the Goldsmiths Craft and Design Council and was named Heritage Crafts Young Metal Worker of the Year in 2023. A qualified teacher of engraving Megan plans to raise awareness of the craft through education and social media.

Lord Young of Norwood Green joined the Board and took on the role of Chair of the Association in October 2023 bringing a wealth of experience and knowledge to the Association. A current member of the House of Lords Tony has had an impressive career in communications and held roles including General Secretary of National Communications Union and Joint General Secretary of the Communication Workers Union. Previous Parliamentary Under Secretary of State at Department for Innovation, Universities & Skills, later at Department for Business, Innovation & Skills. Tony has been Governor of the BBC and former Chair of the non profit organisation One World Broadcasting Trust (One World Media).



Photos, from left – Tony Young, Anastasia Young, Megan Rigby

Thank you!

The Hand Engravers Association would not be able to continue without the generosity of our wonderful Patrons:

Chris and Anna Rowley
Sir George and Lady White
John Dickson and Son
The A.C.H. Crisford Charitable Trust

We are extremely grateful for their continued support.

Photo right: Patron pins engraved by Anna Olafsson



Reference and Administration details

Registered Name: The Hand Engravers Association of Great Britain CIO

Registered Charity Number: 1175879

Registered Office: Brook House, Homestead Road, Edenbridge, Kent, TN8 6JD

Bankers: Metro Bank

Independent Examiners: Oscar Wilmott

Trustees:

Lord Tony Young of Norwood Green (Chair) (appointed October 2023)

Jeffrey Lassaline (Vice Chair) (appointed February 2023)

Duncan Baird-Murray (Secretary) (appointed August 2017)

Griselda Bear (Acting Hon Treasurer) (appointed June 2018)

J-P Daeschler (appointed May 2022)

Joanne Price (appointed February 2023)

Megan Rigby (appointed July 2023)

Rodney J Rigby (appointed August 2017)

Chris Rowley (appointed August 2017)

Anastasia Young (appointed July 2023)

Freelance Administration Staff:

Sally Dodson – Association Director

Lucinda Rowe – Administration Manager

Signed



Lord Anthony Young

Chair of Trustees



TRUSTEES' ANNUAL REPORT FOR YEAR ENDING 31 DECEMBER 2023

Financial Review

RECEIPTS				
Income and Endowments from:	Unrestricted funds	Restricted Funds	Total 2023	Total 2022
Grants and Donations	£ 9,630	£ -	£ 9,630	£ 24,492
Other trading activity - courses	£ 8,331	£ -	£ 8,331	£ 16,327
Membership Subscriptions	£ 7,023	£ -	£ 7,023	£ 8,444
Other Income	£ 5,270	£ -	£ 5,270	£ 600
	£ 30,254	£ -	£ 30,254	£ 49,863
PAYMENTS				
Costs of Charitable Activities	Unrestricted funds	Restricted Funds	Total 2023	Total 2022
Charitable Activities - Courses	£ -	£ -	£ -	£ 27,228
Charitable Activities - Training	£ 8,239	£ 8,553	£ 16,791	£ 3,253
Charitable Activities - Events	£ 4,356	£ -	£ 4,356	£ 915
Administration and support costs	£ 23,075	£ -	£ 23,075	£ 19,498
Website and IT	£ 153	£ -	£ 153	£ -
Sundry Expenses	£ 953	£ -	£ 953	£ -
Governance Costs - Accountancy	£ 1,187	£ -	£ 1,187	£ 840
Governance Costs - Insurance	£ 411	£ -	£ 411	£ 235
	£ 38,373	£ 8,553	£ 46,926	£ 51,969

The Hand Engravers Association is registered with the Charity Commission
as Charitable Incorporated Organisation number 1175879
www.handengravers.org.uk

Banking

The Association holds two accounts with Metrobank; No.1 account used for unrestricted funds and No.2 account used for restricted funds such as grants received.

METROBANK STATEMENT BALANCE		
	01/01/2023	31/12/2023
No.1 acct - Unrestricted	£ 18,183	£ 10,063
No.2 acct - Restricted	£ 11,576	£ 3,023
	£ 29,758	£ 13,086

Going Concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

Operating for Public Benefit

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in planning future activities.

Reserves

The trustees aim to keep funds to the equivalent of three months' operating costs in the No.1 account.

**THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
(CHARITABLE INCORPORATED ORGANISATION)
TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31ST DECEMBER 2023**

Responsibilities of Trustees

Charity law requires the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its incoming resources and resources expended for the period. In preparing those financial statements, the Board of Trustees should follow best practice and are required to;

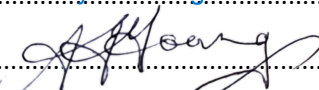
- select suitable accounting policies and apply them consistently
- make judgments and estimates that are reasonable and prudent
- comply with applicable accounting standards subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that charity will continue in operation

The Board of Trustees is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:-

- the charity is operating efficiently and effectively
- all assets are safeguarded against unauthorised use or disposition and are properly applied
- proper records are maintained and financial information used within the charity or for publication is reliable
- the charity complies with relevant laws and regulations

The systems of internal control are designed to provide reasonable but not absolute assurance against material misstatement or loss.

Approved by the Trustees on[Tuesday 13th August 2024](#).....

Signed on their behalf by Trustee.....

Printed Name[Lord Anthony Young](#).....

**THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
(CHARITABLE INCORPORATED ORGANISATION)
INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2023**

Report to the trustees/members of The Hand Engravers Association of Great Britain on the accounts for the year ended 31st December 2023.

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

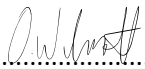
In connection with my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Date Tuesday 13th August 2024

Signed 

Printed Name Oscar Wilmott

The Hand Engravers Association is registered with the Charity Commission
as Charitable Incorporated Organisation number 1175879
www.handengravers.org.uk

**THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
(CHARITABLE INCORPORATED ORGANISATION)
STATEMENT OF RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2023**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
RECEIPTS					
Donations & Legacies		30,254	-	30,254	49,862
TOTAL RECEIPTS		30,254	-	30,254	49,862
Costs of Charitable Activities		38,373	8,553	46,926	51,969
TOTAL PAYMENTS		38,373	8,553	46,926	51,969
NET INCOMING/(OUTGOING) RESOURCES		(8,120)	(8,553)	(16,672)	(2,107)
TRANSFERS BETWEEN FUNDS					
NET MOVEMENT IN FUNDS		(8,120)	(8,553)	(16,672)	(2,107)
RECONCILIATION OF FUNDS:					
Balances Brought Forward		18,183	11,576	29,758	31,865
BALANCES CARRIED FORWARD		10,063	3,023	13,086	29,758

All of the Charity's operations are classed as continuing operations.

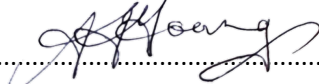
**THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
(CHARITABLE INCORPORATED ORGANISATION)
STATEMENT OF ASSETS AND LIABILITIES
FOR THE YEAR ENDED 31ST DECEMBER 2023**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 31-Dec-23 £	Total 31-Dec-22 £
Cash at bank and in hand					
Metro Bank no 1 A/c		10,063	-	10,063	18,183
Metro Bank no 2 A/c		1,746	1,277	3,023	11,576
		11,809	1,277	13,086	29,758
TOTAL CURRENT ASSETS		11,809	1,277	13,086	29,758
NET CURRENT ASSETS		11,809	1,277	13,086	29,758
TOTAL ASSETS less current liabilities		11,809	1,277	13,086	29,758
Net Assets		11,809	1,277	13,086	29,758
Represented by:					
General Funds		10,063	-	10,063	19,929
Restricted Funds		1,746	1,277	3,023	9,829
		11,809	1,277	13,086	29,758
Other Assets					
HMRC - Gift Aid		625	-	625	1,393
		625	-	625	1,393
Liabilities					
Independent Examiner's Fee		200	-	200	870
		200	-	200	870

TRUSTEES RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments Account and Statement of Assets and Liabilities.

Approved by the Trustees on Tuesday 13th August 2024

Signed on their behalf by Trustee 

Printed Name Lord Anthony Young

**THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
(CHARITABLE INCORPORATED ORGANISATION)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2023**

1. BASIS OF ACCOUNTING

The accounts have been prepared under the "Receipts and Payments" basis as prescribed by the Charity Commissioners, and they meet the appropriate legal requirements.

The Charitable Incorporated Organisation (CIO) 1175879 was registered on 22 November 2017, to continue the work of the unregistered membership association known as the Association of Hand Engravers of Great Britain which had been established more than 10 years earlier. The net assets of the previous body were transferred on 1 January 2018 and the charity was recognised as the successor of the previously unregistered body. These Financial Statements cover the year to 31 December 2023.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest pound. The Charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost unless otherwise stated in the relevant accounting policy notes.

The Charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost unless otherwise stated in the relevant accounting policy notes.

Assessment of Going Concern

Preparation of the accounts is on a going concern basis. The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Fund Accounting

Funds held by the charity are either:

1. **Unrestricted Funds** - these are funds which can be used in accordance with the charity's objectives, at the discretion of the trustees.
2. **Designated funds**
These funds are funds set aside by the trustees out of unrestricted general funds for specific purposes or
3. **Restricted Funds** - these are funds that can only be used for particular restricted purposes within the objects of the charity.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Incoming Resources

All income is included in the accounts when actually received by the Charity.

Resources Expended

Resources expended are recognised when paid by the Charity.

2. TANGIBLE FIXED ASSETS

The Charity held no fixed assets investments during this or the previous financial period.

3. RECEIPTS

Income and Endowments from:	Notes	Unrestricted Funds £	Restricted Funds £	Total 31-Dec-23 £	Total 31-Dec-22 £
Grants and Donations		9,630	-	9,630	24,492
Other trading activity - courses		8,331	-	8,331	16,327
Membership Subscriptions		7,023	-	7,023	8,444
Other Income		5,270	-	5,270	600
		30,254	-	30,254	49,863

4. PAYMENTS

Costs of Charitable Activities		Unrestricted Funds £	Restricted Funds £	Total 31-Dec-23 £	Total 31-Dec-22 £
Charitable Activities - Courses		-	-	-	27,228
Charitable Activities - Training		8,239	8,553	16,791	3,253
Charitable Activities - Events		4,356	-	4,356	915
Administration and support costs		23,075	-	23,075	19,498
Website and IT		153	-	153	-
Sundry Expenses		953	-	953	-
Governance Costs - Accountancy		1,187	-	1,187	840
Governance Costs - Insurance		411	-	411	235
		38,373	8,553	46,926	51,969

WITH THANKS:

Grants received from The Portal Trust to support the traineeship of Megan Rigby at Rebus Signet Rings.

Grants received from The Radcliffe Trust and The Goldsmiths' Centre to support the Seal Engraving Project.

Grant received from The Goldsmiths' Company to support Training the Trainers III Project.

Patrons Sir George and Lady White, John Dickson & Son Ltd, ACH Crisford Charitable Trust, Chris and Anna Rowley.

5. RESTRICTED FUNDS

CURRENT FINANCIAL YEAR

	Balance 01-Jan-23 £	Income £	Expenditure £	Gains & (Losses) £	Transfer £	Balance 31-Dec-23 £
Clockmakers Company	(180)	-	-	-	-	(180)
(SJCF) Portal Trust	6,491	-	6,340	-	-	151
Goldsmith's Company	9,952	-	1,986	-	-	7,966
GC TRT Seal Engraving	(6,433)	-	227	-	-	(6,660)
	9,830	-	8,553	-	-	1,277

In the year there were costs for an apprentice paid to the training master of £6,340 (2022 - £753) which were expended from grants received from the Sir John Cass Foundation for this purpose. It is listed as The Portal Trust but this is the new name for what was the Sir John Cass's Foundation. It is part of the same three year grant 2019-2022 - Megan Rigby training at Rebus. (NB due to Covid the finish was extended into 2023)

PREVIOUS FINANCIAL YEAR

	Balance 01-Jan-22 £	Income £	Expenditure £	Gains & (Losses) £	Transfer £	Balance 31-Dec-22 £
Clockmakers Company	2,320	-	2,500	-	-	(180)
(SJCF) Portal Trust	844	6,400	753	-	-	6,491
Goldsmith's Company	10,602	-	650	-	-	9,952
GC TRT Seal Engraving	-	7,650	14,083	-	-	(6,433)
	13,766	14,050	17,986	-	-	9,830

The Restricted Funds are wholly represented by the Charity's cash reserves and are to be expended as specified above.

6. STAFF COSTS AND NUMBERS

The CIO employed no members of staff but had the services of an administrator on a part time basis who invoiced their services on a time basis.

7. ANALYSIS OF FUNDS

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Fund brought forward at 31-Dec-22	19,929	9,829	29,758
Plus: Net gain for the period	(8,120)	(8,553)	(16,672)
Transfers	-	-	-
Total Funds at the end of the period	11,809	1,276	13,086
These funds at 31-Dec-23			
Cash at bank	11,809	1,276	13,086
Other Net Liabilities (Current assets less liabilities)	-	-	-
Net Assets	11,809	1,276	13,086

8. TRUSTEES AND OTHER RELATED PARTIES

None of the Trustees have been paid remuneration for acting as a trustee during the period.

(2021 - Present)

The only related party transactions during the year were:-

- Rodney Rigby made a trophy which was presented as a Lifetime Achievement Award and received a £250 payment for the materials (including fishing flies) involved.
- Unrestricted donations totalling £2,560 were made by trustee Chris Rowley.
- John Dickson & Son Ltd (a company owned by one of our trustees JP Daeschler) made a Patron Contribution.
- A number of the trustees are also members and paid membership subscriptions.

No other payments were made to trustees or any persons connected with them during this financial period. No material transaction took place between the organisation and a trustee or any person connected with them.

9. TAXATION

The charity is exempt from tax on its charitable activities.

10. RISK ASSESSMENT

The Trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

11. RESERVES POLICY

The Trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The Trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The trustees will endeavour not to set aside funds unnecessarily.

12. PUBLIC BENEFIT

The Charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.



TRUSTEES' ANNUAL REPORT FOR YEAR ENDING 31 DECEMBER 2023

Financial Review

RECEIPTS				
Income and Endowments from:	Unrestricted funds	Restricted Funds	Total 2023	Total 2022
Grants and Donations	£ 9,630	£ -	£ 9,630	£ 24,492
Other trading activity - courses	£ 8,331	£ -	£ 8,331	£ 16,327
Membership Subscriptions	£ 7,023	£ -	£ 7,023	£ 8,444
Other Income	£ 5,270	£ -	£ 5,270	£ 600
	£ 30,254	£ -	£ 30,254	£ 49,863
PAYMENTS				
Costs of Charitable Activities	Unrestricted funds	Restricted Funds	Total 2023	Total 2022
Charitable Activities - Courses	£ -	£ -	£ -	£ 27,228
Charitable Activities - Training	£ 8,239	£ 8,553	£ 16,791	£ 3,253
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Administration and support costs	£ 23,075	£ -	£ 23,075	£ 19,498
Website and IT	£ 153	£ -	£ 153	£ -
Sundry Expenses	£ 953	£ -	£ 953	£ -
Governance Costs - Accountancy	£ 1,187	£ -	£ 1,187	£ 840
Governance Costs - Insurance	£ 411	£ -	£ 411	£ 235
	£ 38,373	£ 8,553	£ 46,926	£ 51,969

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Banking

The Association holds two accounts with Metrobank; No.1 account used for unrestricted funds and No.2 account used for restricted funds such as grants received.

METROBANK STATEMENT BALANCE		
	01/01/2023	31/12/2023
No.1 acct - Unrestricted	£ 18,183	£ 10,063
No.2 acct - Restricted	£ 11,576	£ 3,023
	£ 29,758	£ 13,086

Going Concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

Operating for Public Benefit

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in planning future activities.

Reserves

The trustees aim to keep funds to the equivalent of three months' operating costs in the No.1 account.

**THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
(CHARITABLE INCORPORATED ORGANISATION)
TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31ST DECEMBER 2023**

Responsibilities of Trustees

Charity law requires the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its incoming resources and resources expended for the period. In preparing those financial statements, the Board of Trustees should follow best practice and are required to;

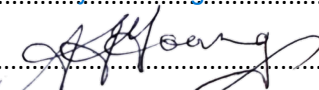
- select suitable accounting policies and apply them consistently
- make judgments and estimates that are reasonable and prudent
- comply with applicable accounting standards subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that charity will continue in operation

The Board of Trustees is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:-

- the charity is operating efficiently and effectively
- all assets are safeguarded against unauthorised use or disposition and are properly applied
- proper records are maintained and financial information used within the charity or for publication is reliable
- the charity complies with relevant laws and regulations

The systems of internal control are designed to provide reasonable but not absolute assurance against material misstatement or loss.

Approved by the Trustees on Tuesday 13th August 2024.....

Signed on their behalf by Trustee.....

Printed Name Lord Anthony Young.....

**THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
(CHARITABLE INCORPORATED ORGANISATION)
INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2023**

Report to the trustees/members of The Hand Engravers Association of Great Britain on the accounts for the year ended 31st December 2023.

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

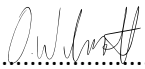
In connection with my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Date Tuesday 13th August 2024

Signed 

Printed Name Oscar Wilmott

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**THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
(CHARITABLE INCORPORATED ORGANISATION)
STATEMENT OF RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2023**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
RECEIPTS					
Donations & Legacies		30,254	-	30,254	49,862
TOTAL RECEIPTS		30,254	-	30,254	49,862
Costs of Charitable Activities		38,373	8,553	46,926	51,969
TOTAL PAYMENTS		38,373	8,553	46,926	51,969
NET INCOMING/(OUTGOING) RESOURCES		(8,120)	(8,553)	(16,672)	(2,107)
TRANSFERS BETWEEN FUNDS					
NET MOVEMENT IN FUNDS		(8,120)	(8,553)	(16,672)	(2,107)
RECONCILIATION OF FUNDS:					
Balances Brought Forward		18,183	11,576	29,758	31,865
BALANCES CARRIED FORWARD		10,063	3,023	13,086	29,758

All of the Charity's operations are classed as continuing operations.

**THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
(CHARITABLE INCORPORATED ORGANISATION)
STATEMENT OF ASSETS AND LIABILITIES
FOR THE YEAR ENDED 31ST DECEMBER 2023**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 31-Dec-23 £	Total 31-Dec-22 £
Cash at bank and in hand					
Metro Bank no 1 A/c		10,063	-	10,063	18,183
Metro Bank no 2 A/c		1,746	1,277	3,023	11,576
		11,809	1,277	13,086	29,758
TOTAL CURRENT ASSETS		11,809	1,277	13,086	29,758
NET CURRENT ASSETS		11,809	1,277	13,086	29,758
TOTAL ASSETS less current liabilities		11,809	1,277	13,086	29,758
Net Assets		11,809	1,277	13,086	29,758
Represented by:					
General Funds		10,063	-	10,063	19,929
Restricted Funds		1,746	1,277	3,023	9,829
		11,809	1,277	13,086	29,758
Other Assets					
HMRC - Gift Aid		625	-	625	1,393
		625	-	625	1,393
Liabilities					
Independent Examiner's Fee		200	-	200	870
		200	-	200	870

TRUSTEES RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments Account and Statement of Assets and Liabilities.

Approved by the Trustees on Tuesday 13th August 2024

Signed on their behalf by Trustee 

Printed Name Lord Anthony Young

**THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
(CHARITABLE INCORPORATED ORGANISATION)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2023**

1. BASIS OF ACCOUNTING

The accounts have been prepared under the "Receipts and Payments" basis as prescribed by the Charity Commissioners, and they meet the appropriate legal requirements.

The Charitable Incorporated Organisation (CIO) 1175879 was registered on 22 November 2017, to continue the work of the unregistered membership association known as the Association of Hand Engravers of Great Britain which had been established more than 10 years earlier. The net assets of the previous body were transferred on 1 January 2018 and the charity was recognised as the successor of the previously unregistered body. These Financial Statements cover the year to 31 December 2023.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest pound. The Charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost unless otherwise stated in the relevant accounting policy notes.

The Charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost unless otherwise stated in the relevant accounting policy notes.

Assessment of Going Concern

Preparation of the accounts is on a going concern basis. The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Fund Accounting

Funds held by the charity are either:

1. **Unrestricted Funds** - these are funds which can be used in accordance with the charity's objectives, at the discretion of the trustees.
2. **Designated funds**
These funds are funds set aside by the trustees out of unrestricted general funds for specific purposes or
3. **Restricted Funds** - these are funds that can only be used for particular restricted purposes within the objects of the charity.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Incoming Resources

All income is included in the accounts when actually received by the Charity.

Resources Expended

Resources expended are recognised when paid by the Charity.

2. TANGIBLE FIXED ASSETS

The Charity held no fixed assets investments during this or the previous financial period.

3. RECEIPTS

Income and Endowments from:	Notes	Unrestricted Funds £	Restricted Funds £	Total 31-Dec-23 £	Total 31-Dec-22 £
Grants and Donations		9,630	-	9,630	24,492
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Membership Subscriptions		7,023	-	7,023	8,444
Other Income		5,270	-	5,270	600
		30,254	-	30,254	49,863

4. PAYMENTS

Costs of Charitable Activities		Unrestricted Funds £	Restricted Funds £	Total 31-Dec-23 £	Total 31-Dec-22 £
Charitable Activities - Courses		-	-	-	27,228
Charitable Activities - Training		8,239	8,553	16,791	3,253
Charitable Activities - Events		4,356	-	4,356	915
Administration and support costs		23,075	-	23,075	19,498
Website and IT		153	-	153	-
Sundry Expenses		953	-	953	-
Governance Costs - Accountancy		1,187	-	1,187	840
Governance Costs - Insurance		411	-	411	235
		38,373	8,553	46,926	51,969

WITH THANKS:

Grants received from The Portal Trust to support the traineeship of Megan Rigby at Rebus Signet Rings.

Grants received from The Radcliffe Trust and The Goldsmiths' Centre to support the Seal Engraving Project.

Grant received from The Goldsmiths' Company to support Training the Trainers III Project.

Patrons Sir George and Lady White, John Dickson & Son Ltd, ACH Crisford Charitable Trust, Chris and Anna Rowley.

5. RESTRICTED FUNDS

CURRENT FINANCIAL YEAR

	Balance 01-Jan-23 £	Income £	Expenditure £	Gains & (Losses) £	Transfer £	Balance 31-Dec-23 £
Clockmakers Company	(180)	-	-	-	-	(180)
(SJCF) Portal Trust	6,491	-	6,340	-	-	151
Goldsmith's Company	9,952	-	1,986	-	-	7,966
GC TRT Seal Engraving	(6,433)	-	227	-	-	(6,660)
	9,830	-	8,553	-	-	1,277

In the year there were costs for an apprentice paid to the training master of £6,340 (2022 - £753) which were expended from grants received from the Sir John Cass Foundation for this purpose. It is listed as The Portal Trust but this is the new name for what was the Sir John Cass's Foundation. It is part of the same three year grant 2019-2022 - Megan Rigby training at Rebus. (NB due to Covid the finish was extended into 2023)

PREVIOUS FINANCIAL YEAR

	Balance 01-Jan-22 £	Income £	Expenditure £	Gains & (Losses) £	Transfer £	Balance 31-Dec-22 £
Clockmakers Company	2,320	-	2,500	-	-	(180)
(SJCF) Portal Trust	844	6,400	753	-	-	6,491
Goldsmith's Company	10,602	-	650	-	-	9,952
GC TRT Seal Engraving	-	7,650	14,083	-	-	(6,433)
	13,766	14,050	17,986	-	-	9,830

The Restricted Funds are wholly represented by the Charity's cash reserves and are to be expended as specified above.

6. STAFF COSTS AND NUMBERS

The CIO employed no members of staff but had the services of an administrator on a part time basis who invoiced their services on a time basis.

7. ANALYSIS OF FUNDS

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Fund brought forward at 31-Dec-22	19,929	9,829	29,758
Plus: Net gain for the period	(8,120)	(8,553)	(16,672)
Transfers	-	-	-
Total Funds at the end of the period	11,809	1,276	13,086
These funds at 31-Dec-23			
Cash at bank	11,809	1,276	13,086
Other Net Liabilities (Current assets less liabilities)	-	-	-
Net Assets	11,809	1,276	13,086

8. TRUSTEES AND OTHER RELATED PARTIES

None of the Trustees have been paid remuneration for acting as a trustee during the period.

(2021 - Present)

The only related party transactions during the year were:-

- Rodney Rigby made a trophy which was presented as a Lifetime Achievement Award and received a £250 payment for the materials (including fishing flies) involved.
- Unrestricted donations totalling £2,560 were made by trustee Chris Rowley.
- John Dickson & Son Ltd (a company owned by one of our trustees JP Daeschler) made a Patron Contribution.
- A number of the trustees are also members and paid membership subscriptions.

No other payments were made to trustees or any persons connected with them during this financial period. No material transaction took place between the organisation and a trustee or any person connected with them.

9. TAXATION

The charity is exempt from tax on its charitable activities.

10. RISK ASSESSMENT

The Trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

11. RESERVES POLICY

The Trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The Trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The trustees will endeavour not to set aside funds unnecessarily.

12. PUBLIC BENEFIT

The Charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN

England & Wales - Charity number 1175879

Accounts

**ANNUAL REPORT
AND
STATEMENT OF ACCOUNTS**

**THE HAND ENGRAVERS
ASSOCIATION OF GREAT BRITAIN**

(CHARITABLE INCORPORATED ORGANISATION)

CHARITY REGISTRATION NUMBER 1175879

Independent Examiners Ltd
Unit 2
The Broadbridge Business Centre
Delling Lane
Bosham
PO18 8NF

**THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
(CHARITABLE INCORPORATED ORGANISATION)
CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2022**

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**THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
(CHARITABLE INCORPORATED ORGANISATION)
LEGAL AND ADMINISTRATIVE INFORMATION**

CHARITY NUMBER	1175879
START OF FINANCIAL YEAR	01 January 2022
END OF FINANCIAL YEAR	31 December 2022
TRUSTEES AT 31 DECEMBER 2022	(All appointed on formation of CIO 31 August 2017-except as noted) MR T J Roberts (Treasurer & Chair Resigned 31 Dec 2022) Dr A McFadyen (Resigned 22 June 2022) Mr D Baird-Murray (Secretary) Mr A Craxford Mr R J Rigby Mr C Rowley Mrs G Bear Miss B Mistry (Resigned 18 October 2021) Miss L Sorrell (Resigned 19 January 2022) Mr W Parrott Mr N Israel Mr J-P Daeschler (Appointed 1 August 2022) Mr J Andrews (Appointed 23 May 22 & resigned 1 August 2022)
The existing trustees appoint any new trustees following the provisions laid out in the Charity's governing instrument.	
GOVERNING INSTRUMENT	CIO - ASSOCIATION Registered 22 Nov 2017
REGISTRATION DATE	22 November 2017
OBJECTS	To advance the education of the public in the craft of hand engraving through education and training.
REGISTERED ADDRESS	Brook House Homestead Road Edenbridge TN8 6JD
PRIMARY BANKERS	Metrobank One Southampton Row London WC18 5HA
INDEPENDENT EXAMINER	Donna Leppitt Independent Examiners Ltd Unit 2 The Broadridge Business Centre Delling Lane Bosham PO18 8NF



TRUSTEES' ANNUAL REPORT FOR YEAR ENDING 31 DECEMBER 2022

Financial Review

RECEIPTS					
Income and Endowments from:		Unrestricted funds	Restricted Funds	Total 2022	Total 2021
Grants and Donations	£	11,042	£ 13,450	£ 24,492	£ 24,667
Other trading activity - courses	£	16,327	£ -	£ 16,327	£ 8,374
Membership Subscriptions	£	8,444	£ -	£ 8,444	£ 6,599
Other Income	£	-	£ 600	£ 600	£ 3,000
		£ 35,812	£ 14,050	£ 49,862	£ 42,640
PAYMENTS					
Costs of Charitable Activities		Unrestricted funds	Restricted Funds	Total 2022	Total 2021
Charitable Activities - Courses	£	12,495.00	£ 14,733.00	£ 27,228.00	£ 4,807.00
Charitable Activities - Training	£	-	£ 3,253.00	£ 3,253.00	£ 10,000.00
Charitable Activities - Events	£	915.00		£ 915.00	£ 2,831.00
Administration and support costs	£	19,498.00		£ 19,498.00	£ 16,510.00
Website and IT	£	-		£ -	£ 838.00
Sundry Expenses	£	-		£ -	£ 1,226.00
Governance costs:					
Independent Examiner Fee	£	840.00		£ 840.00	£ -
Insurance	£	235.00		£ 235.00	£ 216.00
		£ 33,983	£ 17,986	£ 51,969	£ 36,428

Banking

The Association holds two accounts with Metrobank; No.1 account used for unrestricted funds and No.2 account used for restricted funds such as grants received.

METROBANK STATEMENT BALANCE		
	01/01/2022	31/12/2022
No.1 acct	£ 16,353	£ 18,183
No.2 acct	£ 15,512	£ 11,576
	£ 31,865	£ 29,758

Going Concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

Operating for Public Benefit

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in planning future activities.

Reserves

The trustees aim to keep funds to the equivalent of three months' operating costs in the No.1 account.

YEAR ENDING 31 DECEMBER 2022

2022 was a busy year for the Association as we sought to move on from the pandemic, returning to in-person courses and more events.

The objectives of the Association, as set out in the Constitution of November 2017, are to work towards the continuation and protection of the craft of hand engraving for the benefit of the public through education and training. To this end, the Association Director, Sally Dodson and Administration Manager, Lucinda Rowe supported by the board of trustees, organised a number of events, training courses and activities during 2022.

Courses

One of the key aims of the Hand Engravers Association is to provide education and training in the craft. During 2022 we ran courses on the basic principles of hand engraving, both online and in person, and in person courses in Lettering and Tools Preparation. All have been well attended and received very positive feedback. Our online courses continue to attract an international audience, with attendees from Australia, Canada, USA, Japan and Malaysia.

Apprenticeships and Training

In 2022 the Association applied for and received funding to support two trainees:

Megan Rigby at Rebus Signet Rings, London with financial support from The Portal Trust

Anna Olafsson with Dr Malcolm Appleby MBE, Perthshire with financial support from The Clockmakers' Company

Our thanks go to the Masters, Emmet Smith and Malcolm Appleby, the funders and the dedicated trainees for enabling hand engraving skills to be passed on to the next generation.

It's About Time – Demonstrating Engraving in April

The Hand Engravers Association were invited to exhibit at this popular public event organised by the South London Branch of the British Horological Institute. With thanks to Dudley Withers for volunteering his time to demonstrate engraving on behalf of the Association.



Seal Engraving Course

In April we ran an intensive course on seal engraving, the first of its kind in the UK. Master Engraver, Wayne Parrott, who was unable to teach the course face-to-face due to Covid restrictions, developed written learning resources and three step-by-step projects in seal engraving as a basis for the training. The workshop was led by Anastasia Young and Andrew Ashcroft, with live demonstrations given by Megan Rigby of Rebus Signet Rings and pre-recorded video demonstrations by Wayne. After the workshop Wayne assessed and gave individual feedback to each of the seven students.

We are hugely grateful to The Goldsmiths' Centre for financial support and for the use of their workshops and specialist equipment, and to the Radcliffe Trust. Without the support from both these organisations this unique project would not have been possible.



Photos above (from left) – seal engraving students with Anastasia Young (course leader) and Sally Dodson (Association Director), a seal being tested, Noriko with her seal.

Members Drinks in May

At our New Years Drinks Get-together (which was delayed until May) we were delighted to welcome special guests, Tamara Gomez and Banita Mistry. Tamara gave an insight into what it was like taking part in the first series of BBC2's "All That Glitters: Britain's Next Jewellery Star" series, in which she was a finalist. Banita talked about the Goldsmiths Craft and Design Council Awards. As a consultant to GCDC she is part of the organising team for the awards, and we enjoyed hearing about what is involved in pulling everything together and it inspired many members to enter the 2022/23 competition.

AGM and Tessa Murdoch at the Royal Academy of Arts in June

We were privileged to be able to hold our AGM for 2022 in the prestigious surroundings of the Royal Academy in Piccadilly. More than 60 members and guests joined us and were treated to a fascinating talk by Dr Tessa Murdoch on "Huguenots, Horology and Engravers in London 1680-1760". The evening also featured demonstrations from professional engravers Dudley Withers and Colin Mabey and pop-up displays of engraved clocks and watches by David Wood-Heath and Richard Stuart.

At the AGM Tim Roberts, Chair and Acting Treasurer of the Association, announced his intention to step down from the Board at the end of the year in order to devote more time to his other charitable commitments. Tim has been an invaluable member of the Board for many years and is very much missed. We wish him well for the future.

Our thanks go to our Trustee and Patron, Chris Rowley and Carl Hitchcock at the Royal Academy of Arts for organising this amazing venue for our AGM and event.



Photos clockwise from top left: Dr Tessa Murdoch speaking at the AGM; the room set up for demonstrations and displays; the audience at the talk in the grand surrounds of the Royal Academy.

International Symposium

One of the highlights of our year was the International Hand Engraving Symposium hosted by Dr Malcolm Appleby MBE at his workshop in Perthshire, Scotland. Around 30 members of the Association attended and enjoyed three days of engraving in the beautiful and convivial environment. It was an action packed few days with opportunities to try bronze casting and tour the gunmakers, John Dickson and Son.



Photos above (from left) – Malcolm Appleby (credit Andrew Ashcroft), bronze casting (credit Andrew Ashcroft), engraving (credit Kyle Howie), Vikkii Chen (credit Kyle Howie)

Visits to Clockmakers Museums and Clockworks

In the Autumn we organised a couple of trips for our members. The first was to the Clockmakers Museum at the Science Museum where we were given a tour led by the curator, Anna Rolls. Our second members only day out was to The Clockworks in West Norwood where Dr James Nye, then Master of the Worshipful Company of Clockmakers, showed us around his fascinating museum and workshop. After lunch six engravers stayed on in the workshop to try their hands at engraving a watch dial.



Photos above (from left) – Dr James Nye at Clockworks, in the workshop at Clockworks, the Paperweight Collection at the Clockmakers Museum, Anna Rolls – curator of the Clockmakers Museum.

Greeting card competition with Baddeley Brothers

In the summer we were excited to be able to hold, once again, a Greeting Card Design Competition in conjunction with specialist printers, [Baddeley Brothers](#).

The winner of the competition was Megan Rigby, who visited the Baddeley Brothers print workshop in November to see her design being printed. John Cook and Anna Olafsson were commended for their designs.

We are very grateful to Charles Pertwee and everyone at Baddeley Brothers for their support of this competition.



Photos above (from left) – Charles Pertwee, Director of Baddeley Brothers, and Megan Rigby, Megan's winning design, the cards being printed, the workshop floor at Baddeley Brothers

Clock and Watch Engraving Competition

2022 saw the first Clock and Watch engraving competition, organised by the Hand Engravers Association, in partnership with the Worshipful Company of Clockmakers and with a prize sponsored by [HS Walsh](#).

The winner was Ibrahim Batchelder, with finalists John Farman and John Cook.



Photos above (from left) – the entries from Ibrahim Batchelder, John Farman, John Cook

Patrons

The Association is supported by a small number of wonderful and generous Patrons, and we would like to take this opportunity to say a huge thank you to Sir George and Lady White, Chris and Anna Rowley, John Dickson & Son and the ACH Crisford Charitable Trust for their support.



As a token of our appreciation, each year our Patrons are presented with a "Patron Pin", a very limited edition piece only available to our Patrons. Every year has a different design by a different engraver; the 2022 pins were designed and engraved by Megan Rigby.

(photo left – one of the pins engraved by Megan Rigby)

We really are extremely grateful to all our Patrons. Without their support the Association would not be able to operate.

Funding and Support

Once again, we have been very generously supported through the year. Megan Rigby's three-year apprenticeship to Rebus Signet Rings is coming to an end and we are all very grateful to the Portal Trust who have provided the funding. The Goldsmiths Centre and the Radcliffe Trust kindly supported the Seal Engraving Course; without their support it would not have been possible.

Trustees

Tim Roberts stepped down from trustee duties in 2022 as well as trustee (and former Chair) Angus McFadyen. A huge thank you to them both for their support of the Association over the years. Member and supporter John Andrew became a trustee in 2022 but had to step down shortly afterwards due to unexpected increase in other charitable commitments. John remains a keen supporter of the Association and is working closely with us to organise an exhibition of hand engraving in Yorkshire this summer. In 2022 we were delighted to welcome J-P Daeschler as trustee and in 2023 we are delighted to welcome another two new trustees to the Board, Jeffrey Lassaline and Jo Price.

Looking forward

2023 is promising to be another exciting year for the Association. We are thrilled to be able to hold our AGM in Birmingham, and we are looking forward to our upcoming exhibition at Tennants in Leyburn, Yorkshire in the Summer, members visit to John Rigby and members visit to a private engine turning collection in September. We are also thrilled that Baddeley Brothers have agreed to partner another Greeting Card Competition to support and promote copperplate engraving.

**THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
(CHARITABLE INCORPORATED ORGANISATION)
TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31ST DECEMBER 2022**

Responsibilities of Trustees

Charity law requires the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its incoming resources and resources expended for the period. In preparing those financial statements, the Board of Trustees should follow best practice and are required to;

- select suitable accounting policies and apply them consistently
- make judgments and estimates that are reasonable and prudent
- comply with applicable accounting standards subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that charity will continue in operation

The Board of Trustees is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:-

- the charity is operating efficiently and effectively
- all assets are safeguarded against unauthorised use or disposition and are properly applied
- proper records are maintained and financial information used within the charity or for publication is reliable
- the charity complies with relevant laws and regulations

The systems of internal control are designed to provide reasonable but not absolute assurance against material misstatement or loss.

Approved by the Trustees on.....19/10/2023

Signed on their behalf by Trustee

Printed Name:

CHRISTOPHER TRAWCEY.

**THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
(CHARITABLE INCORPORATED ORGANISATION)
INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2022**

Report to the trustees/ members of The Hand Gravers Association of Great Britain on the accounts for the year ended 31st December 2022.

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 matter has come to my attention

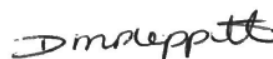
1. which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Donna Leppitt
Independent Examiners Ltd
Unit 2
The Broadridge Business Centre
Delling Lane
Bosham
PO18 8NF



Date: 23rd October 2023

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
STATEMENT OF RECEIPTS AND PAYMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2022

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
RECEIPTS					
Donations & Legacies	3b	35,812	14,050	49,862	42,640
TOTAL RECEIPTS		35,812	14,050	49,862	42,640
Costs of Charitable Activities	4	33,983	17,986	51,969	36,428
TOTAL PAYMENTS		33,983	17,986	51,969	36,428
NET INCOMING/(OUTGOING) RESOURCES		1,830	(3,936)	(2,107)	6,212
TRANSFERS BETWEEN FUNDS	5	-	-	-	-
NET MOVEMENT IN FUNDS		1,830	(3,936)	(2,107)	6,212
RECONCILIATION OF FUNDS:					
Balances Brought Forward		18,100	13,766	31,865	25,654
BALANCES CARRIED FORWARD		19,929	9,829	29,758	31,865

All of the Charity's operations are classed as continuing operations.

The notes form part of these financial statements, found on pages 16 to 18

**THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
(CHARITABLE INCORPORATED ORGANISATION)
STATEMENT OF ASSETS AND LIABILITIES
FOR THE YEAR ENDED 31ST DECEMBER 2022**

	Unrestricted Fund £	Restricted Fund £	Total 31-Dec-22 £	Total 31-Dec-21 £
Cash at bank and in hand				
Metro Bank no 1 A/c	8,354	9,829	18,183	16,353
Metro Bank no 2 A/c	11,576	-	11,576	15,512
	19,929	9,829	29,758	31,865
TOTAL CURRENT ASSETS	19,929	9,829	29,758	31,865
NET CURRENT ASSETS	19,929	9,829	29,758	31,865
TOTAL ASSETS less current liabilities	19,929	9,829	29,758	31,865
 Net Assets	 19,929	 9,829	 29,758	 31,865
 Represented by:				
General Funds	19,929	-	19,929	18,100
Restricted Funds	-	9,829	9,829	13,766
	19,929	9,829	29,758	31,865
 Other Assets				
HMRC - Gift Aid	1,393	-	1,393	750
	1,393	-	1,393	750
 Liabilities				
Independent Examiner's Fee	870	-	870	840
	870	-	870	840

TRUSTEES RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The Trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments Account and Statement of Assets and Liabilities which are set out on pages:-

14 to 18 .

Approved by the Trustees on

19/10/2023

Signed on their behalf by Trustee

Christopher Rowley
CHRISTOPHER ROWLEY

**THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
(CHARITABLE INCORPORATED ORGANISATION)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2022**

1. BASIS OF ACCOUNTING

The accounts have been prepared under the "Receipts and Payments" basis as prescribed by the Charity Commissioners, and they meet the appropriate legal requirements.

The Charitable Incorporated Organisation (CIO) 1175879 was registered on 22 November 2017, to continue the work of the unregistered membership association known as the Association of Hand Engravers of Great Britain which had been established more than 10 years earlier. The net assets of the previous body were transferred on 1 January 2018 and the charity was recognised as the successor of the previously unregistered body. These Financial Statements cover the year to 31 December 2022.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest pound. The Charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost unless otherwise stated in the relevant accounting policy notes.

The Charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost unless otherwise stated in the relevant accounting policy notes.

Assessment of Going Concern

Preparation of the accounts is on a going concern basis. The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Fund Accounting

Funds held by the charity are either:

1. **Unrestricted Funds** - these are funds which can be used in accordance with the charity's objectives, at the discretion of the trustees.
2. **Designated funds**
These funds are funds set aside by the trustees out of unrestricted general funds for specific purposes or
3. **Restricted Funds** - these are funds that can only be used for particular restricted purposes within the objects of the charity.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Incoming Resources

All income is included in the accounts when actually received by the Charity.

Resources Expended

Resources expended are recognised when paid by the Charity.

2. TANGIBLE FIXED ASSETS

The Charity held no fixed assets investments during this or the previous financial period.

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
(CHARITABLE INCORPORATED ORGANISATION)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2022

3. RECEIPTS

Note	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Income and Endowments from:				
Grants and Donations	11,042	13,450	24,492	24,667
Other trading activity-Courses	16,327	-	16,327	8,374
Membership Subscriptions	8,444	-	8,444	6,599
Other Income	-	600	600	3,000
	35,812	14,050	49,862	42,640

4. PAYMENTS

Note	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
a) Costs of Charitable Activities				
Charitable Activities-Courses for members	12,495	14,733	27,228	4,807
Charitable Activities-Training	-	3,253	3,253	10,000
Charitable Activities-Events	915	-	915	2,831
Administration and support costs	19,498	-	19,498	16,510
Website and IT	-	-	-	838
Sundry Expenses	0	-	0	1,226
Governance costs:-				
Independent Examiner Fee	840	-	840	-
Insurance	235	-	235	216
	33,983	17,986	51,969	36,428

WITH THANKS:

Grants received from The Portal Trust (2019-2022) to support the traineeship of Megan Rigby at Rebus Signet Rings.

Grant received from The Clockmakers' Company (2021) to support the traineeship of Anna Olafsson with Malcolm Appleby.

Grants received from The Radcliffe Trust (2022) and The Goldsmiths' Centre (2021) to support the Seal Engraving Project.

Grant received from The Goldsmiths' Company (2021) to support Training the Trainers III project.

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
(CHARITABLE INCORPORATED ORGANISATION)
NOTES TO THE ACCOUNTS (continued)
FOR THE YEAR ENDED 31ST DECEMBER 2022

5. RESTRICTED FUNDS

CURRENT FINANCIAL YEAR

	Balance 01-Jan-22	Income	Expenditure	Gains & (Losses)	Transfer	Balance 31-Dec-22
		£	£	£	£	£
Clockmakers Company	2,320	-	(2,500)	-	-	(180)
(SJCF) Portal Trust	844	6,400	(753)	-	-	6,491
Goldsmith's Company	10,602	-	(650)	-	-	9,952
GC TRT Seal Engraving	-	7,650	(14,083)	-	-	(6,433)
	13,766	14,050	(17,986)	-	-	9,829

In the year there were costs for an apprentice paid to the training master of £753 (2021 - £10,000) which were expended from grants received from the Sir John Cass Foundation for this purpose. It is listed as The Portal Trust but this is the new name for what was the Sir John Cass's Foundation. It is part of the same three year grant 2019-2022 - Megan Rigby training at Rebus. (NB due to Covid the finish was extended into 2023)

PREVIOUS FINANCIAL YEAR

	Balance 01-Jan-21	Income	Expenditure	Gains & (Losses)	Transfer	Balance 31-Dec-21
		£	£	£	£	£
Clockmakers Company	-	3,000	(380)	-	(300)	2,320
(SJCF) Portal Trust	2,844	8,900	(10,000)	-	(900)	844
Goldsmith's Company	1,302	9,300	-	-	-	10,602
	4,146	21,200	(10,380)	-	(1,200)	13,766

The Restricted Funds are wholly represented by the Charity's cash reserves and are to be expended as specified above.

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
(CHARITABLE INCORPORATED ORGANISATION)
NOTES TO THE ACCOUNTS (continued)
FOR THE YEAR ENDED 31ST DECEMBER 2022

6. STAFF COSTS AND NUMBERS

The CIO employed no members of staff but had the services of an administrator on a part time basis who invoiced their services on a time basis.

7. ANALYSIS OF FUNDS

	Unrestricted £	Restricted £	Total Funds £
Funds brought forward at 31-Dec-21	18,100	13,766	31,865
Plus: Net gain for the period	1,830	(3,936)	(2,107)
Transfers	-	-	-
Total Funds at the end of the period	<u>19,929</u>	<u>9,829</u>	<u>29,758</u>
These funds at 31-Dec-22			
Cash at Bank	19,929	9,829	29,758
Other Net Liabilities (Current assets less liabilities)	-	-	-
Net Assets	<u>19,929</u>	<u>9,829</u>	<u>29,758</u>

8. TRUSTEES AND OTHER RELATED PARTIES

None of the Trustees have been paid remuneration for acting as a Trustee, also no trustees claimed expenses during the period.

(2021 - None)

The only related party transactions during the year were:-

- Angus McFadyen, a trustee, carried out training for the Association and £1,979 (2021 - £3,750) is included in the cost of courses for this. He resigned 22 June 2022.
- Wayne Parrott, a trustee, carried out Filming, editing, remote feedback to students and developing new course structure and notes for the Association and £3,900 (2021 - £nil) is included in the cost of courses for this.
- Unrestricted donations of £2,540 (2021 - £3,000) made up of £2,500 from Trustee Chris Rowley & £40 from Trustee Griselda Bear during the period.

No other payments were made to trustees or any persons connected with them during this financial period. No material transaction took place between the organisation and a trustee or any person connected with them.

9. TAXATION

The charity is exempt from tax on its charitable activities.

10. RISK ASSESSMENT

The Trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

11. RESERVES POLICY

The Trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The Trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The trustees will endeavour not to set aside funds unnecessarily.

**THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN
(CHARITABLE INCORPORATED ORGANISATION)
NOTES TO THE ACCOUNTS (continued)
FOR THE YEAR ENDED 31ST DECEMBER 2022**

12. PUBLIC BENEFIT

The Charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.

Accounts

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN

**ANNUAL REPORT
AND
STATEMENT OF ACCOUNTS**

FOR THE YEAR ENDED 31ST DECEMBER 2021

**THE HAND ENGRAVERS
ASSOCIATION OF GREAT BRITAIN**

(CHARITABLE INCORPORATED ORGANISATION)

CHARITY REGISTRATION NUMBER 1175879

Independent Examiners Ltd
Unit 2
The Broadbridge Business Centre
Delling Lane
Bosham
PO18 8NF

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN

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THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN

LEGAL AND ADMINISTRATIVE INFORMATION

CHARITY NUMBER	1175879
START OF FINANCIAL YEAR	01 January 2021
END OF FINANCIAL YEAR	31 December 2021
TRUSTEES AT 31 DECEMBER 2021	(All appointed on formation of CIO 31 August 2017-except as noted) MR T J Roberts (Treasurer and Chair) Dr A McFadyen Mr D Baird-Murray (Secretary) Mr A Craxford Mr R J Rigby Mr C Rowley Mrs G Bear Miss B Mistry (Resigned 18 October 2021) Miss L Sorrell (Resigned 19 January 2022) Mr W Parrott Mr N Israel Mr J-P Daeschler (Appointed 2022) Mr J Andrews (Appointed 2022)

The existing trustees appoint any new trustees following the provisions laid out in the Charity's governing instrument.

GOVERNING INSTRUMENT	CIO - ASSOCIATION Registered 22 Nov 2017
REGISTRATION DATE	22 November 2017
OBJECTS	To advance the education of the public in the craft of hand engraving through education and training.
REGISTERED ADDRESS	50 Long Meadow Hutton Brentwood Essex CM13 2HJ
PRIMARY BANKERS	Barclays Bank Plc 9 St Georges Street Canterbury CT1 2JX
INDEPENDENT EXAMINER	Donna Leppitt Independent Examiners Ltd Unit 2 The Broadridge Business Centre Delling Lane Bosham PO18 8NF

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN

TRUSTEES' REPORT FOR THE YEAR ENDED 31ST DECEMBER 2021

Reporting Period

On 22 November 2017, The Hand Engravers Association of Great Britain was registered with the Charity Commission in England and Wales as a CIO taking over the operations of the unincorporated association of the same name which had been in existence for some ten years. Having now reported on its first two years as a charity, this seems to have gone ahead without any interruption.

This report covers the year ended 31 December 2021.

Objectives and Activities

The objectives of the Association, as set out in the Constitution of November 2017, are to work towards the continuation and protection of the craft of hand engraving for the benefit of the public through education and training.

The primary activities were the promotion of a public exhibition to educate the visiting members of the public about various aspects of the Craft of Hand Engraving fulfilling its objectives and the public benefit requirement in line with Charity Commission's guidelines in this matter. The other aspect of the associations work is the provision of training to individuals through grant funding of apprentice training and arranging training events for both beginners and more advanced learners.

Achievements and performance

Covid-19 continued to restrict the number and format of activities the Association would ordinarily want to achieve in the year. However, during 2021 HEA had received grant funding from three sources for restricted purposes, the Portal Trust (formerly the Sir John Cass Foundation), the Goldsmiths' Centre and the Worshipful Company of Clockmakers. They were therefore well placed to fund these training activities during what again proved to be a very difficult year in 2021.

The Association received £8,900 from The Portal Trust for year two of the grant to support Megan Rigby training with Rebus. In agreement with the trust, the original year end had been extended by 6 months to account for time that training was put on hold due to Covid-19. Year two now finishes in February 2022 and the third and final year of the grant will finish in February 2023. A small portion of the grant is underspent but it has been carried forward and is expected to be spent by February 2023.

The Association received £9,300 from the Goldsmiths' Centre specifically for the new Technical Skills Training: Seal Engraving project, with matched funding of £9,000 promised by the Radcliffe Trust arriving very early in 2022, this project should be completed in summer 2022, The Worshipful Company of Clockmakers awarded the Association £3,000 to support the training of Anna Olafsson with Malcolm Appleby; this too should finish in April 2022.

For the first half of 2021, all activities were delivered online including beginners engraving courses, a calligraphy demonstration by renowned artist Gaynor Goffe and an illustrated talk by silversmith Miriam Hanid. In total, six training courses were delivered in 2021, including the first ever tools sharpening workshop and the first online format lettering course. Five out of six courses were fully booked.

An easing of restrictions allowed the Association to organise a follow-on copperplate engraving workshop in Manchester in July. However, the major focus for the year was the Festival of Engraving, 11-12 September 2021. The Association wanted to organise a bigger and better event than previous years to make up for time that members have not been able to meet due to Covid restrictions. The event included guest speaker Ken Hunt, a seal engraving demonstration from Balasz Molnar, drop in copperplate printing sessions and calligraphy workshops. Over 60 guests attended the event.

2021 finished with the inaugural Greeting Card Competition, organised in partnership with Baddeley Brothers. Inspired by Training the Trainers copperplate events in 2019, the concept was developed by Baddeley Brothers and the Association to raise the profile of copperplate engraving.

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN

TRUSTEES' REPORT (Continued) FOR THE YEAR ENDED 31ST DECEMBER 2021

Financial Review

Total income for the year was £42,640 (2020 - £18,468) which are accounted for on a receipts basis – this shows a marked rise from the previous year which was significantly affected by reduced activity due to various levels of COVID lockdowns and in 2020 no new grants had been received for the training of apprentices and others. In 2021 the charity received a delayed grant instalment from Portal Trust (formerly known as the Sir John Cass Foundation) along with new grants from two Livery Companies which have ancient connections with the Hand Engravers – Goldsmiths (£9,300) and Clockmakers (£3,000). The charity's unrestricted receipts totalling £21,440 (a rise of £5,000 over the previous year's total of £15,718) came from Donations, Members' Subscriptions and Course Fees; within the total receipts was £3,000 from Patrons a new income initiative which commenced this year.

From the Grants received the only payments in the year were delayed payments of £10,000 to the Master of the Apprentice who the Association supports from the Portal Trust. A payment of £380 for attendance at the Festival of Hand Engraving was regarded as costs paid out of the Clockmakers Grant. Transfers of £1,200 included under these grants were made to unrestricted funds to cover the costs of administration. Payments from the other grants will be paid out in 2022. The unrestricted money shows an overspend of £3,408 for 2021, because the costs were almost £7,000 higher than the previous year due to the restart of many activities which involved increased work by the charity's administration manager and assistant.

Going Concern

Although free reserves have fallen to £18,100 after the current year deficit, the Trustees are confident in the future of the Association as a Going Concern for the coming years. Receipts are being developed on courses (where the reorganisation of these being offered online in 2021 and expanded to include in person courses in future) will help to rebuild funds. In addition to this core work of education and training the Trustees have developed a Patrons' Support scheme and with additional concentration on growing the membership, subscription receipts should increase year on year.

Reserves

The trustees have set a target of reserves as being sufficient to the following year's on-going planned costs of administration of the association which has been set at £18,000 for 2022; with surpluses being generated from courses being offered in various specialist field of engraving to cover other vital costs, the reserves are deemed to be adequate to meet all these costs.

As the world moves back into more normal circumstances, HEA plans to expand its reach and courses offer in future years and the Trustees therefore feel it is important to rebuild these minimum defined reserves. In addition to this, the Association will continue to develop the new scheme for support through a group of dedicated Patrons.

Accounts preparation and the Trustees' Responsibilities in this regard

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document. For the year ended 31 December 2020 when the total income was less than £25,000 the Trustees took the option under section 144(2) of the Charities Act 2011 (the 2011 Act) to not be subject to an Independent Examination. With the strengthening of the Charity's income for 2021 the accounts have been prepared under the Receipts and Payments regulations of 'Accounting and Reporting by Charities: Statement of Recommended Practice (effective 1 January 2015)' and have made arrangements for these to be subject to Independent Examination.

Structure, governance, and management

The charity is a Charitable Incorporated Organisation (CIO) governed according to the constitution dated August 2017. Trustees may be appointed by ordinary resolution by the members, or by a decision of the trustees. Applications for membership are open to any individual who is interested in furthering the objectives of the Charity.

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31ST DECEMBER 2021

Responsibilities of Trustees

Charity law requires the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its incoming resources and resources expended for the period. In preparing those financial statements, the Board of Trustees should follow best practice and are required to;

- select suitable accounting policies and apply them consistently
- make judgments and estimates that are reasonable and prudent
- comply with applicable accounting standards subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that charity will continue in operation.

The Board of Trustees is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:-

- the charity is operating efficiently and effectively
- all assets are safeguarded against unauthorised use or disposition and are properly applied
- proper records are maintained and financial information used within the charity or for publication is reliable
- the charity complies with relevant laws and regulations.

The systems of internal control are designed to provide reasonable but not absolute assurance against material misstatement or loss.

Approved by the Trustees on.....22 JUNE 2022

Signed on their behalf by Trustee

Printed Name:

TIMOTHY ROBERTS

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN

STATEMENT OF RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31ST DECEMBER 2021

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
RECEIPTS					
Donations & Legacies	3	21,440	21,200	42,640	18,468
TOTAL RECEIPTS		21,440	21,200	42,640	18,468
Costs of Charitable Activities	4	26,048	10,380	36,428	34,073
TOTAL PAYMENTS		26,048	10,380	36,428	34,073
NET INCOMING/(OUTGOING) RESOURCES		(4,608)	10,820	6,212	(15,605)
TRANSFERS BETWEEN FUNDS	5	1,200	(1,200)	-	-
NET MOVEMENT IN FUNDS		(3,408)	9,620	6,212	(15,605)
RECONCILIATION OF FUNDS:					
Balances Brought Forward		21,508	4,146	25,654	41,258
BALANCES CARRIED FORWARD		18,100	13,766	31,865	25,654

All of the Charity's operations are classed as continuing operations.

The notes form part of these financial statements, found on pages 8 to 13

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN

STATEMENT OF ASSETS AND LIABILITIES FOR THE YEAR ENDED 31ST DECEMBER 2021

	Unrestricted Fund £	Restricted Fund £	Total 31-Dec-21 £	Total 31-Dec-20 £
Cash at bank and in hand				
Barclays No 1 A/c	-	-	-	19,922
Barclays No 2 A/c	-	-	-	5,732
Metro Bank no 1 A/c	2,588	13,766	16,353	-
Metro Bank no 2 A/c	15,512	-	15,512	-
	18,100	13,766	31,865	25,654
TOTAL CURRENT ASSETS	18,100	13,766	31,865	25,654
NET CURRENT ASSETS	18,100	13,766	31,865	25,654
TOTAL ASSETS less current liabilities	18,100	13,766	31,865	25,654
Net Assets	18,100	13,766	31,865	25,654
Represented by:				
General Funds	18,100	-	18,100	21,508
Restricted Funds	-	13,766	13,766	4,146
	18,100	13,766	31,865	25,654
Other Assets				
HMRC - Gift Aid	750	-	750	-
	750	-	750	-
Other Liabilities				
Independent Examiner's Fee	840	-	840	-
	840	-	840	-

TRUSTEES RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The Trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments Account and Statement of Assets and Liabilities which are set out on pages:-
8 to 13 .

Approved by the Trustees on 29 JUNE 2022

Signed on their behalf by Trustee [Signature]

TIMOTHY ROBERTS .

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2021

1. BASIS OF ACCOUNTING

The accounts have been prepared under the "Receipts and Payments" basis as prescribed by the Charity Commissioners, and they meet the appropriate legal requirements.

The Charitable Incorporated Organisation (CIO) 1175879 was registered on 22 November 2017, to continue the work of the unregistered membership association known as the Association of Hand Engravers of Great Britain which had been established more than 10 years earlier. The net assets of the previous body were transferred on 1 January 2018 and the charity was recognised as the successor of the previously unregistered body. These Financial Statements cover the year to 31 December 2020.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest pound. The Charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost unless otherwise stated in the relevant accounting policy notes.

Assessment of Going Concern

Preparation of the accounts is on a going concern basis. The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Fund Accounting

Funds held by the charity are either:

1. **Unrestricted Funds** - these are funds which can be used in accordance with the charity's objectives, at the discretion of the trustees.
2. **Designated funds**
These funds are funds set aside by the trustees out of unrestricted general funds for specific purposes or
3. **Restricted Funds** - these are funds that can only be used for particular restricted purposes within the objects of the charity.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Incoming Resources

All income is included in the accounts when actually received by the Charity.

Resources Expended

Resources expended are recognised when paid by the Charity.

2. TANGIBLE FIXED ASSETS

The Charity held no fixed assets investments during this or the previous financial period.

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2021

3. RECEIPTS

Revised figures

Note	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Income and Endowments from:				
Grants and Donations	3,467	21,200	24,667	6,779
Other trading activity-Courses	8,374	-	8,374	8,108
Membership Subscriptions	6,599	-	6,599	3,373
Other Income	3,000	-	3,000	208
	21,440	21,200	42,640	18,468

4. PAYMENTS

Note	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Costs of Charitable Activities:-				
Charitable Activities-Courses for members	4,807	-	4,807	11,629
Charitable Activities-Training	-	10,000	10,000	7,656
Charitable Activities-Events	2,451	380	2,831	-
Administration and support costs	16,510	-	16,510	14,613
Website and IT	838	-	838	-
Sundry Expenses	1,226	-	1,226	175
Governance costs:-				
Insurance	216	-	216	-
	26,048	10,380	36,428	34,073

This page does not form part of the statutory financial statements

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN

NOTES TO THE ACCOUNTS (continued) FOR THE YEAR ENDED 31ST DECEMBER 2021

5. RESTRICTED FUNDS

CURRENT FINANCIAL YEAR

	Balance 01-Jan-21	Income £	Expenditure £	Gains & (Losses) £	Transfer £	Balance 31-Dec-21 £
Clockmakers Company	-	3,000	(380)	-	(300)	2,320
(SJCF) Portal Trust	2,844	8,900	(10,000)	-	(900)	844
Goldsmith's Company	1,302	9,300	-	-	-	10,602
	4,146	21,200	(10,380)	-	(1,200)	13,766

In the year there were costs for an apprentice paid to the training master of £10,000 (2020 - £5,340) which were expended from grants received from the Sir John Cass Foundation for this purpose.

PREVIOUS FINANCIAL YEAR

	Balance 01-Jan-20	Income £	Expenditure £	Gains & (Losses) £	Transfer £	Balance 31-Dec-20 £
Clockmakers Company	-	-	-	-	-	-
(SJCF) Portal Trust	11,950	1,448	(7,656)	-	(2,898)	2,844
Goldsmith's Company	6,179	1,302	(6,179)	-	-	1,302
Prior Year adjustment	874	-	(874)	-	-	(0)
	19,003	2,750	(14,709)	-	(2,898)	4,146

The Restricted Funds are wholly represented by the Charity's cash reserves and are to be expended as specified above.

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN

NOTES TO THE ACCOUNTS (continued) FOR THE YEAR ENDED 31ST DECEMBER 2021

6. STAFF COSTS AND NUMBERS

The CIO employed no members of staff but had the services of an administrator on a part time basis who invoiced their services on a time basis.

7. ANALYSIS OF FUNDS

	Unrestricted £	Restricted £	Total Funds £
Funds brought forward at 31-Dec-20	21,508	4,146	25,654
Plus: Net gain for the period	(4,608)	10,820	6,212
Transfers	1,200	(1,200)	-
Total Funds at the end of the period	18,100	13,766	31,865
These funds at 31-Dec-21			
Cash at Bank	18,100	13,766	31,865
Other Net Liabilities (Current assets less liabilities)	-	-	-
Net Assets	18,100	13,766	31,865

8. TRUSTEES AND OTHER RELATED PARTIES

None of the Trustees have been paid remuneration for acting as a Trustee, also no trustees claimed expenses during the period.
(2020 - None)

The only related party transactions during the year were:-

- Angus McFadyen, a trustee, carried out training for the Association and £3,750 (2020 - £4,015) is included in the cost of courses for this.
- Unrestricted donations of £3,000 (2020 - £5,000) were received from Trustees during the period.

9. TAXATION

The charity is exempt from tax on its charitable activities.

10. RISK ASSESSMENT

The Trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

11. RESERVES POLICY

The Trustees have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The Trustees aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The trustees will endeavour not to set aside funds unnecessarily.

12. PUBLIC BENEFIT

The Charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN

**INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2021**

13. PRIOR YEAR ADJUSTMENT

The Total Net Surplus/(Deficit) for the period for 2020 was incorrectly calculated as £14,731 when it should have shown £15,605, however the balance brought forward was correct.

On the Statement of Financial Affairs for Income and Endowments from Other trading activity-Courses and Membership Subscriptions, the totals for 2020 were transposed.

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2021

Report to the trustees/ members of The Hand Engravers Association of Great Britain on the accounts for the year ended 31st December 2021.

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 matter has come to my attention

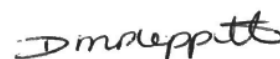
1. which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Donna Leppitt
Independent Examiners Ltd
Unit 2
The Broadridge Business Centre
Delling Lane
Bosham
PO18 8NF



Date: 6th July 2022

THE HAND ENGRAVERS ASSOCIATION OF GREAT BRITAIN

England & Wales - Charity number 1175879

Accounts



Trustees Report Financial Statements
For the period ended 31 December 2020

Charitable Incorporated Organisation
Registered Charity Number: 1175879

The Hand Engravers Association of Great Britain

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The Hand Engravers Association of Great Britain

Trustees' Report

Reporting Period

On 22 November 2017, The Hand Engravers Association of Great Britain was registered with the Charity Commission in England and Wales as a CIO taking over the operations of the unincorporated association of the same name which had been in existence for some ten years.. Having now reported on its first two years as a charity, this seems to have gone ahead without any interruption.

This report covers the year ended 31 December 2020

Objectives and Activities

The objectives of the Association, as set out in the Constitution of November 2017, are to work towards the continuation and protection of the craft of hand engraving for the benefit of the public through education and training.

The primary activities were the promotion of a public exhibition to educate the visiting members of the public about various aspects of the Craft of Hand Engraving in line with its objectives and fulfilling its public benefit requirement. The other aspect of the associations work is the provision of training to individuals through assistance in funding apprentice training and arranging training events for both beginners and more advanced learners.

The trustees believe the new structure should allow for new avenues to pursue funding. Funding from grant-makers, like the Sir John Cass Foundation, now the Portal Trust, appear to have not been affected as they continue their funding for our initiative with training apprentices.

In undertaking these activities, the Trustees have taken due regard to the Charity Commission's guidance on public benefit

Achievements and performance

During 2019 HEA had received grant funding from three sources for restricted purposes, Sir John Cass Foundation (Portal Trust), Goldsmiths' and the Benevolent Fund of NAG. They were therefore well placed to fund these training activities during what proved to be a very difficult year in 2020.

Of the remaining £11,000 from the Portal Trust (formerly the Sir John Cass Foundation) a further £8,400 was paid to Rebus for training of their apprentice; this was after delays due to lockdown of the workshop in early part of 2020 but brings this funding back on track.

Of the remaining funding from the Goldsmiths' Company Charity, a further £7,000 of grant funded training was spent in 2020. The Benevolent Fund money was completed exhausted in 2019 on training another individual.

Due to the national Lockdown for much of the year the charity was unable to participate in many exhibition activities; however shortly before the restrictions came into force the Association put on a joint event with The Clockmakers' Company and Jewel Plate and Horology at the Wallace Collection where three different forms of hand engraving were demonstrated using close in camera coverage for all present to be able to appreciate.

Through the funding provided by grant makers, the charity was able to provide specific training for three individuals, put on further courses to 'Train the Trainers' and new courses on lettering and copper plate engraving.

Financial Review

Total income for the year was £18,468 (2019 - £67,830) – this significant fall in income from the previous year was because the major receipts of grants in 2019 were not repeated in the current year. Restricted income (from these grants) in 2019 was £43,418, whereas in 2020 much of this grant money was used on funding training as set out in those grants and in 2020 there was just £2,750 of restricted income arising

from courses set up under the terms of the Goldsmiths grant of the previous year. Of the £19,000 of restricted funds remaining at the end of the previous year £14,709 was expended on training the apprentice at Rebus and other training courses specified in the funding from Goldsmiths. At 31 December 2020 there still remains £4,100 of Restricted Funds to meet these commitments and the Portal Trust (formerly The Sir John Cass Foundation) recommenced funding for our apprentice, after a slight delay, with a promise of three more years grants.

Unrestricted funds, which is made of donations, membership subscriptions and income from courses fell by £8,700, but a major part of that (£7,400) was due to courses which needed to be cancelled due to the lockdown restrictions because of the pandemic. Otherwise, this fall in income and reduced costs of £19,364 (2019 – 20,874) meant that at 31 December 2020 there was a small deficit of £750 and unrestricted funds to carry forward of £21,500.

At the end of the year the charity still held £25,654 in the bank which represented the retained free reserves of £21,500 (2019 - £22,200) which are surpluses from administering the association over the years, and £4,100 of restricted funds being unspent balances on grants from our generous funders.

Going Concern

With free reserves, as stated above, of £21,500 and with the prospect of continued funding, greater income from membership subscriptions and a refreshed program of courses beyond 2020, the trustees were confident to prepare the accounts on a going concern basis.

Unfortunately, during 2020 the arrival of the COVID19 pandemic put paid to the plans of many charities and cultural institutions, but whereas HEA has had to hold back on organising any face to face or group training sessions due to the social distancing advice being given by HM Government, it has been able to hold steady and begin to plan beyond this difficult period since the end of this reporting year.

Reserves

The trustees have set a target of reserves as being sufficient to the following year's on-going planned expenditure, which has been set at £20,000 again for 2021; so, the current level of reserves is sufficient as the world moves back into more normal circumstances. HEA plans to expand its reach and courses offer in future years, and the Trustees therefore feel it is important to maintain these minimum defined reserves. Meanwhile, the Association is and seeking new forms of support through the development of a group of dedicated Patrons.

Accounts preparation

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, the Charities Act 2011 and 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Structure, governance, and management

The charity is a Charitable Incorporated Organisation (CIO) governed according to the constitution dated August 2017

Trustees may be appointed by ordinary resolution by the members, or by a decision of the trustees.

Applications for membership are open to any individual who is interested in furthering the objectives of the Charity. Admission is decided by the trustees.

Reference and Administration details

Registered Name: The Hand Engravers Association in Great Britain CIO

Trustees: (all appointed on formation of CIO 31 August 2017- except as noted)

Mr T J Roberts	(Treasurer, and Chair)
Dr A McFadyen	
Mr D Baird-Murray	(Secretary)
Mr A Craxford	
Mr R J Rigby	
Mr C Rowley	
Mrs G Bear	
Miss B Mistry	
Miss L. Sorrell	
Mr. W. Parrott	(Appointed 21 January 2020)
Mr. N. Israel	(Appointed 18 September 2020)

Registered Charity Number: 1175879

Registered Office: 50 Long Meadow, Hutton, Brentwood Essex CM13 2HJ

Bankers: Barclays Bank plc, 9 St Georges Street, Canterbury, CT1 2JX

Signed

Tim Roberts
Chair of Trustees

11-09-2021

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that because the total income for the year is less than £25,000 no independent examination is needed either.

The Hand Engravers Association of Great Britain

Statement of Financial Affairs (inclusive of income and expenditure account) For the year ended 31 December 2020

	Note	2020			2019		
		£	£	£	£	£	£
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
Income and Endowments from:							
Grants and Donations		6,779	-	6,779	5,810	43,418	49,228
Other trading activity – Courses		5,358	2,750	3,373	12,715	-	12,715
Membership Subscriptions		3,373	-	8,108	5,047	-	5,047
Other Income		208	-	208	840	-	840
Total Income	2	<u>15,718</u>	<u>2,750</u>	<u>18,468</u>	<u>24,412</u>	<u>43,418</u>	<u>67,830</u>
Expenditure on:							
Charitable Activities - Courses		4,576	-	4,576	4,668	-	4,668
Charitable Activities – Training		-	14,709	14,709	-	22,674	22,674
Administration and support costs		<u>14,613</u>	-	<u>14,613</u>	<u>16,206</u>	-	<u>16,206</u>
Total Expenditure	3	<u>19,364</u>	<u>14,709</u>	<u>34,073</u>	<u>20,874</u>	<u>22,674</u>	<u>43,548</u>
Transfer between Funds		<u>2,898</u>	<u>(2,898)</u>	<u>-</u>	<u>2,402</u>	<u>(2,402)</u>	<u>-</u>
Net Surplus/(Deficit) for the period		<u>(748)</u>	<u>(14,857)</u>	<u>(14,731)</u>	<u>5,940</u>	<u>18,342</u>	<u>24,882</u>
Total Funds brought forward	4	<u>22,256</u>	<u>19,003</u>	<u>41,259</u>	<u>16,316</u>	<u>661</u>	<u>16,977</u>
Total Funds carried forward		<u>21,508</u>	<u>4,146</u>	<u>25,654</u>	<u>22,256</u>	<u>19,003</u>	<u>41,259</u>

Balance Sheet

As at 31 December 2019

		2020		2019	
		£	£	£	£
CURRENT ASSETS					
Cash at Bank		25,654		43,806	
Sundry Debtors		<u>-</u>		<u>1,210</u>	
			25,654		45,016
Less: CURRENT LIABILITIES					
Sundry Creditors & Received in Advance			<u>(-)</u>		<u>(3,757)</u>
			<u>25,654</u>		<u>41,259</u>
Represented by:					
FUNDS					
Unrestricted Funds	5		21,508		22,256
Restricted Funds	5		<u>4,146</u>		<u>19,003</u>
TOTAL FUNDS			<u>25,654</u>		<u>41,259</u>

The Financial statements were approved and authorised for issue by:

Signed.....Chairman Signed.....Trustee 11-9-2021.....Date

The Hand Engravers Association of Great Britain

Notes to the financial Statements

1. Accounting Principles

Basis of Preparation

The financial statements have been prepared under the historical convention and in accordance with the Statement of Recommended Practice; Accounting and Reporting by Charities (SORP FRS 102) and the Financial Reporting Standard (FRS 102) applicable in the United Kingdom and Republic of Ireland and the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The Charitable Incorporated Organisation (CIO) 1175879 was registered on 22 November 2017, to continue the work of the unregistered membership association known as the Association of Hand Engravers of Great Britain which had been established more than 10 years earlier. The net assets of the previous body were transferred on 1 January 2018 and the charity was recognised as the successor of the previously unregistered body. These Financial Statements cover the year to 31 December 2019.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest pound. The Charity is a Public Benefit Entity as defined by FRS102.

Incoming Resources

Grants and Donations are recognised on receipt.

Expenditure

Expenditure is accounted for and accruals basis. Creditors and provisions for liabilities are recognised when payable.

Cash

Cash includes cash at bank and in hand. The Charity does not hold any other short-term highly liquid investments

2. Income

The income is made up of donations (plus the Gift Aid refund thereon); membership subscriptions; course fees and receipts for events where the association has been present.

3. Expenditure

These are made up of:

• Unrestricted Costs	2020	2019
Charitable activities – direct costs of courses and events	4,576	4,668
Support costs of an administrator, website, and other costs	<u>14,613</u>	<u>16,206</u>
	£19,364	£20,874
• Restricted Costs		
Costs from restricted grant received		
Charitable Activities – for training apprentices	7,656	5,340
Charitable Activities – courses and events for members	<u>7,053</u>	<u>17,334</u>
	£14,709	£22,674

The Hand Engravers Association of Great Britain

Notes to the financial Statements (continued)

4. Restricted Funds

In the year there were costs for an apprentice paid to the training master of £5,340 (2019 - £11,000) which were expended from grants received from the Sir John Cass Foundation for this purpose. Also

5. Analysis of Funds	Unrestricted	Restricted	Total Funds
	£	£	£
Funds brought forward at 31 December 2019	22,256	19,003	41,259
Less: Net deficit for the period	<u>748</u>	<u>14,857</u>	<u>15,605</u>
Total Funds at the end of the period	<u>21,508</u>	<u>4,146</u>	<u>25,654</u>
These funds at 31 December 2020			
Cash at Bank	21,508	4,146	25,654
Other Net Liabilities (current assets less liabilities)	<u>Nil</u>	<u>Nil</u>	<u>Nil</u>
Net Assets	<u>21,508</u>	<u>4,146</u>	<u>25,654</u>

6. Trustees and Staff remuneration

None of the Trustees have been paid remuneration for acting as a Trustee, also no trustees claimed expenses during the period

During the year, the Charity did not employ any staff but had the services of an administrator on a part time basis who invoiced their services on a time basis.

7. Related Party Transactions

The only related party transactions during the period were:

- Angus McFadyen, a trustee, carried out training for the Association, and £4,015 (2019 - £5,392) is included in the cost of courses for this
- Unrestricted donations of £5,000 (2019 - £3,500) were received from Trustees during the period.

8. Taxation

The charity is exempt from tax on its charitable activities.