

Ottery St Mary Heritage Society (CIO: 1179598) Annual Trustees' Report – August 2021

This will be our twenty-second Annual Report as a Society, the third as a CIO; a report not only overshadowed by the ongoing Covid-19 virus restrictions which have seriously affected the activities of our Society, but also by the sad loss of our chairman Quentin Beddall who passed away in June. His untimely death has had a marked effect on us all; we shall miss him.

Annual General Meeting 2020

Last year, we were permitted to change the format of our September AGM from a physical meeting to a simple format conducted by post. This was enthusiastically supported by members with an attendance of over 100 registrations – by far our best attended AGM.

Annual General Meeting 2021

This year we shall return to our traditional venue, the Institute, for our September AGM to comply with the requirements of our Constitution. There will be no guest speaker.

However, the Trustees are mindful of members' possible concerns over rising infection rates and the need for social distancing, so we urge those members to again register their attendance by using the Postal Vote facility as an alternative to attending the meeting.

Members' Monthly Meetings

The lock-down seriously affected our regular monthly members' meetings at the Institute and the published programme of events was cancelled. However, from January to July 2021, with the co-operation of our panel of speakers, members were able to join our talks by Zoom conference call. Beginning October this year we intend to re-commence our meetings at the Institute and a full calendar of guest speakers is now published in the new Membership Card which members will receive on payment of their subscription for 2021/22.

Heritage Museum

Over the past twelve months, the Museum has remained closed whilst the Museum Project Group works on an ambitious programme of redevelopment incorporating state of the art displays, A/V and IT facilities.

Despite Covid and other delays, our brand new and modern Heritage Museum is now close to completion and Project Leaders Dr Michael Patrick and his wife Valerie, together with Curator Nigel Sadler are confident it will be open for previews by invitation later this year.

They are to be congratulated for their dedication and hard work. Official opening to the public is now scheduled for April 2022.

Lease of the Old Town Hall

Negotiations are still under way to finalise arrangements with our landlords, the Ottery St Mary Town Council, for a 25 year lease of the Old Town Hall – soon to be established as the permanent home for our newly branded Ottery Museum.

Coleridge Anniversary Lunch

The Coleridge Anniversary Lunch was scheduled for October this year, but with Covid virus concerns still prevalent and the future uncertain, trustees have taken the decision to cancel this event for the current year.

Plans for the October 2022 Coleridge Anniversary Lunch, his 250th birthday, are planned to coincide with the grand unveiling of the Coleridge Statue at the parish church the same weekend, so there will be many visitors and much to celebrate in the town.

Trustees

Our Society continues to be managed by an enthusiastic and dedicated committee of Trustees.

Two trustees are up for re-election this year, together with an additional co-opted trustee to be voted in, so members are asked to complete the voting form enclosed with this issue of the Journal.

The Chairman's Role

We are most grateful to Dr Michael Patrick who stepped into the role of acting chairman this year. He also hosted the Zoom meetings for Trustees and Members whilst continuing to steer the Museum Management Team, negotiate with the Town Council and specify, procure for, and develop, the museum facilities. He has agreed to stand for Chairman for the 2021-2022 year to enable museum reopening and general continuity, then handing over in September 2022 as he will be leaving Ottery for another part of Devon.

Thank You

Our sincere appreciation to you all for the support and enthusiasm you have shown in the past year and for your untiring efforts in the furtherance of the Society's aims.

Thank you all

'Floreant Ottregia'

**THE TRUSTEES
Ottery St Mary Heritage Society**

OTTERY ST MARY HERITAGE SOCIETY CIO

Registered CIO Charity No 1179598

ACCOUNTS for the year ending 30th April 2021**1. General Purposes Fund (Barclays Account)**

INCOME RECEIPTS (£)	2021	2020
Museum Donations & Grants (See Note 7.1)	10,015.00	735.00
Subscriptions	1,635.00	2,115.00
Stock Sales	452.66	12.86
Meetings Receipts		
Raffle, Visitors & Refreshments	000.00	217.45
Events. Coleridge Anniversary Lunch (cancelled due to Covid)	000.00	1,459.50
Petty Cash	175.00	360.00
Inland Revenue Charities	000.00	278.75
Flagstone Investments interest	2,000.00	19,000.00
Business Loyalty Receipt	10.03	28.00
Closure of Nat West account	2,610.52	
Miscellaneous	125.00	3,058.32
Cambridge & Counties Account Transfer in	39,821.87	20,000.00
Refund on water bill (Overpaid)	000.00	143.06
Total Income	56,845.08	47,432.94

DIRECT EXPENDITURE (£)

Museum Costs (See section 3 for 2021)		20,302.28
Railway Costs	000.00	792.40
Events and Visits (Coleridge Lunch etc)	0,000.00	1,412.25
Sales Stock Purchases & Adverts	00.00	86.00
Meetings		
Hall Hire	000.00	
Cost of Speakers	245.00	
Zoom costs	71.95	316.95
Storeroom rental (Old Toilets)	52.00	52.00
Journal Printing costs	238.00	327.00
Stationary, Printing, Postage, Room Hire	554.24	415.37
Printing New Publications	000.00	000.00
Capital Purchases	000.00	476.40
Insurance	250.43	250.43
Blue Plaque Scheme	204.00	00.00
Web Site Costs	71.84	43.06
Equipment maintenance	62.99	
Coleridge Memorial Statue Donation	5,000.00	
Rent of store rooms from Town Council	104.00	
Miscellaneous (Including bank charges)	433.56	1,147.42

DIRECT EXPENDITURE CONTINUED £	2021	2020
Transfers Petty Cash to bank	125.00	360.00
To Cambridge & Counties Bank & Barclays	0,000.00	20,000.00
To Museum Account	49,211.02	5,000.00
To Flagstone Investments (See below at 5.)	00,000.00	000,000.00
Total Expenditure	56,624.01	51,309.61
NET Receipts for the period	221.07	-3,876.67
OPENING BALANCES	27,461.27	31,337.94
CLOSING BALANCES	27,682.34	24,288.62

2. Amenities Section Account Nat West Accounts (Accounts closed)

INCOME RECEIPTS (£)	2021	2020
Interest	5.56	4.33
Total Income	5.56	4.33
DIRECT EXPENDITURE (£)		
Seat Provision & Repairs	000.00	000.00
Total Expenditure	000.00	000.00
Net Receipts for the period	5.56	[-107.19]
OPENING BALANCES	2,604.96	2,712.15
CLOSING BALANCES	2,610.52	2,604.96
£2610.52 transferred to Barclays Main account		

3. Barclays Museum Account (Opened 5th February 2020)

FUND RECEIPTS (£)	2021	2020
Initial deposit from Barclays A/C	0000	5,000
Grant transfer from Current A/C	10,000.00	300
Transfer from Cambridge & Counties A/C	39,000.00	20,000
Refund from Barclays		6
Credit for purchase	50.00	
Amazon Refund	159.99	
Bank loyalty rewards	1.03	
Donations	95.00	
Receipts for period	49,306.02	25,306.00
DIRECT EXPENDITURE (£)		
Equipment, displays & internet	29,197.84	
Electric EDF	3,364.45	
Water	79.25	
Bank Charges	102.75	
Total Expenditure	32,744.29	5252.42
Net receipts for the period	16,561.73	
OPENING BALANCE	20,053.58	0,000.00
CLOSING BALANCE	36,615.31	20,053.58

4. Cambridge & Counties Bank 120 Day Notice Business Saving Account (Opened on 11th March 2016) (Closed on 8th February 2021)

FUND RECEIPTS (£)	2021	2020
Transfer from Flagstone a/c	*39,821.87	20,000.00
Net interest (Estimated)	*Interest Included	1,009.06
Total income	39,821.87	21,009.16
WITHDRAWALS		
Transferred to Museum a/c	39,000.00	20,000.00
Transfer to Barclays main account	821.87	
Total receipt for period	39,821.87	1,009.16
CLOSING BALANCE	39,821.87	

5. Flagstone Investment Management

FUND RECEIPTS (£)	2021	2020
Investments:		
Notice account 95 days	85,000.00	95,000.00
Notice account 90 days	80,000.00	70,000.00
18 months term account	85,000.00	85,000.00
Balance held in abeyance	1,303.74	1,193.45
Interest accrued	1,588.78	2,101.78
Total portfolio value	252,892.52	253,295.23
Transfers		
Funds to Cambridge & Counties	00,000.00	20,000.00

6. Statement of Assets and Liabilities as at 30th April 2021

MONETARY ASSETS (£)	2021	2020
General Purpose Funds		
Barclays Current a/c	* 5114.04	27,461.27
Cheque not presented *	- 50.00	
New balance	5064.04	
Barclays Business Saving a/c	0,000.00	0,000.00
Cash	175.00	237.00
"Ring Fenced" Funds		
Flagstone Investment Man.	252,892.52	253,295.23
Barclays Museum Account	36,615.31	20,053.58
Total Monetary Assets	294,746.87	343,103.48

Notes :

- (1) Nat West Accounts CLOSED
- (2) Cambridge & Counties Account CLOSED
- (3) Flagstone Investment Management (Bequest for Museum)

OTHER ASSETS (Value at cost)

Due to the extensive refurbishment of the Museum many extra items have been purchased. If details are required a list is available on request.

Books : The Collected Letters of Coleridge £395 (Nov 2001) + Coleridge's Father £840

LIABILITIES – There are no known liabilities

7. NOTES TO ACCOUNTS 2021

7.1 GRANTS AND DONATIONS

As you will be aware we applied for a grant to the Heritage Lottery Fund under their “First World War” Then and Now” programme and were delighted to be awarded £5,200. This has allowed us to achieve our long held objective of publishing a Memorial Volume to commemorate the men from Ottery St Mary and district who made the ultimate sacrifice in the conflict. The book “Ottery’s Sacrifice 1914-1921” is now available from the ‘Curious Otter Book Shop’ in Ottery and at the meetings of the Society held each month. The Committee has authorised the launch of volume 2 of the Great War Project which will be on the people that had survived or contributed to the war effort at home.

7.2 THE AMENITIES SECTION

When the Ottery St Mary Amenities Society was absorbed into the Heritage Society, it was agreed that the financial assets of the Amenities Society would continue to be used in the furtherance of its stated objectives, “to provide and maintain public amenities for the people of Ottery St Mary”.

This year we have not had to provide any repairs or renovations to existing seats.

7.3 THE MUSEUM FUND

At the 2006 Annual General Meeting, it was agreed that we should set up a Heritage Centre Fund into which people and organisations could donate monies for the express purpose of financing a permanent Heritage Centre/Museum for Ottery St Mary. These funds are now held by Flagstone Investment Management. The present fund continues to be invested and the current figures are set out in section 6. The Barclays Museum Account was opened in order to manage the day to day income and expenditure.

Many of the donations shown above were received from members and included two bequests from deceased members. Our sincerest thanks to all those who have given so generously.

We have recently managed to obtain 2 Grants totalling £18,000 which have been allocated to the Museum Account to help with the refurbishment and the re-opening of the Museum.

C.Roy Clark
Hon Treasurer

David Roberts
External Examiner

External Examiners Unqualified Report

Independent Examiner's Report

I report on the accounts of Ottery St Mary Heritage Society for the year ended 30th April 2021

Which are set out on pages attached.

Respective responsibilities of trustees and examiner

As the charity's trustees you are responsible for the presentation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedure specified in the General Directions given by the Charity Commissioners under section 43 (7) (b) of the act, whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning such matters. The procedure undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view of the accounts.

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 41 of the Act;

And

To prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act.

Have been met; or

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

Name

David Roberts

Relevant professional qualification Retired Banker

Address 50 Claremont Field, Ottery St Mary EX111NP


19/8/21