

**DOCKLANDS HISTORY GROUP
TRUSTEES' ANNUAL REPORT
FOR THE PERIOD
FROM 16th JULY 2019 TO 31st DECEMBER 2020**

DETAILS OF CHARITY

Name of Charity:- Docklands History Group

Charity Registration Number:- 1184430

Charity's Address:- 7 Stairfoot Lane, Chipstead, Nr. Sevenoaks, Kent TN13 2RS

Summary of Purposes of the Charity as set out in the Governing Document:-

To promote for the public benefit the study of the history of the Port of London and the River Thames by organising lectures, conferences, study tours and other relevant activities available to all and by publishing academic papers and other material relevant to the subject.

Charity Structure, Governance and Management: -

The Docklands History Group was incorporated as a CIO on the 16th July 2019. Its governing document follows the Charity Commission's Association Model for Charitable Incorporated Organisations.

The CIO is managed by a small group of Trustees who also have specific areas of responsibility for the operations of the Group. These would normally have been appointed by election at an AGM. However, it has not been possible to hold an AGM since the CIO was incorporated because the meeting room that the Group uses, which is hired from the Museum of London Docklands, has been closed because of the Pandemic. The Governing Document specifies that decisions of the members of the CIO may be taken by means of resolution at a general meeting but there is no provision for postal or electronic voting. The current Trustees are therefore the original three that set up the CIO plus four others appointed by the original Trustees. The Group will hold its first AGM at the earliest available opportunity and, at that, all of the current Trustees will stand down and elections will be held. The Group, in its previous unincorporated form, regularly sought new committee-members from among its members and outside by inviting people to volunteer at its meetings and through appeals in its mailings to people on its mailing list. The CIO will continue to do this.

Trustees' Names:-

Edward Sargent	Chairman
Malcolm Tucker	Treasurer
Chris Ellmers	Chairman of Editorial Board
Sally Mashiter	Programme Secretary
Chris Everett	Conference Co-ordinator
Peter Stone	Social Media Co-ordinator
Graham Hall	

There are no Corporate Trustees and none of the Trustees hold title to any property belonging to the charity. There are no Custodian Trustees and no funds are held on behalf of others.

THE DOCKLANDS HISTORY GROUP'S ACTIVITIES AND OBJECTIVES IN THE PERIOD COVERED BY THIS REPORT

Although the Charity was registered in July 2019, it became operational only in January 2020. Up until then, the activities continued to be managed by the previous unincorporated organisation although the Trustees of the CIO were also committee members of this thus achieving continuity. The aim of the CIO was to run a programme of meetings with one every month except January. Unfortunately, because of the Pandemic, it was only possible to hold the first two of these due to the Museum of London Docklands not being able to provide the usual meeting room from April onwards.

The Group had also organised a conference for May with all the speakers signed up and the venue having been booked. It had also prepared and distributed posters and leaflets to publicise the event. Unfortunately, the conference had to be cancelled due to the Pandemic. This was a great disappointment especially as advance bookings, which had to be cancelled, showed that it was going to be very well-supported. It is intended that this conference will be re-scheduled to take place early in 2022 provided a suitable venue can be arranged.

A large number of reports of previous evening meetings of the Group had been made and circulated to members of the Group in the past. Over the period covered by this report, where copies of these were available, these have been edited and have now been published on the Group's website. These are a valuable resource providing rare insights into the history of the Port of London and the River Thames. It is intended that more of these reports will be published as and when they become available, provided the speakers give their consent to this.

The original Group had organised and run eight conferences and proceedings of the first two of these had been published. The aim of the CIO is to publish the proceedings of all of the remainder and to continue to publish the proceedings of future conferences. Over the last year work has been proceeding on editing more of these and it is intended that at least two of these will be published in 2021.

The Group is pleased that despite the setbacks of the Pandemic the support of the members remains strong and membership renewals for 2021 currently (May 2021) stand at 68. At the end of 2020 the number of members of the group was 74.

THE GROUP'S ACHIEVEMENTS AND PERFORMANCE

The achievements of the Group in the period have been severely impacted on by the Pandemic. Its main activities, those of holding regular evening meetings, walks and conferences, have not been allowed to take place except for two evening lectures at the beginning of 2020. A major achievement has been the publishing on its website of copies of reports of previous lectures hosted by the Group where these were available and agreed by the speakers.

FINANCIAL REVIEW

Review of the Charity's Financial Position at the End of the Period covered by this Report

The Group's financial position has obviously been adversely affected by the Pandemic. Not being able to hold its first annual general meeting meant that the planned transfer of funds from the original Docklands History Group has not yet been able to take place. The cancellation of the conference in May, while of course reducing the expenditure, has meant that the income expected from this has not been forthcoming. Experience from previous conferences has shown, that with one exception, they have all resulted in a modest surplus that has been able to support the other work of the Group. Not being able to hold evening meetings has resulted in a reduction in speakers' fees which has boosted the Group's finances but is obviously not welcome. Pre-paid room-hire fees will be carried forward. Despite the difficulties, at the end of the period the Group is in a sound financial position and is in a good position to move forward and fund its future activities.

The Group's main source of income the subscriptions and donations of the members. Normally it would expect to make a modest surplus from its sales of tickets to its conferences and its publications but this has not happened in the review period due to its activities being halted by the Pandemic. None of the Group's funding is restricted to specific purposes.

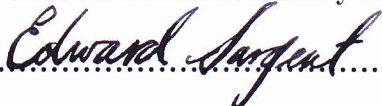
Reserves Policy:

The Trustees of the Docklands History Group do not consider that it is necessary at present to have a reserves policy because it has a low turnover and its finances are simple and, above all, predictable. The Trustees take care to ensure that no financial commitments are made unless there is ample funding to cover these. The Trustees will ensure that there is always sufficient funding available to cover any unforeseen expenditure.


Declarations:

The Trustees declare that they have approved the Trustees' Report above.

Signed on behalf of the Docklands History Group's Trustees

Signature: 

Name: Thomas Edward Michael Sargent
Position: Chairman, Docklands History Group

Date: 

DOCKLANDS HISTORY GROUP
RECEIPTS AND PAYMENTS ACCOUNTS
FOR PERIOD 16TH JULY 2019 TO 31ST DECEMBER 2020, (v.6) 28 July 2021

Section A, Receipts and Payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Total funds to the nearest £	Last year to the nearest £	Notes
A1 Receipts					Note 7
Donations	118	0	118	0	
Subscriptions	857	0	857	0	
Visitors at meetings	12	0	12	0	
Refreshments Sales	19	0	19	0	
Publications sales direct	78	0	78	0	
Publications sales using PayPal	256	0	256	0	
PayPal Acct as transferred from Old Group	158	0	158	0	Note 6
Conference, aborted	210	0	210	0	Note 9
Sub total(Gross income for A.R.)	1708	0	1708	0	
Loans received					
Loan from Old Group	46	0	46	0	Note 5
Sub total	0	0	0	0	
Total receipts	1754	0	1754	0	
A3 Payments					Notes 7, 10
Room-hire for meetings	779	0	779	0	Note 8
Speakers' fees and expenses	50	0	50	0	
Insurance	170	0	170	0	
Website	0	0	0	0	
Printing and mailing	171	0	171	0	
Subscriptions to other societies	19	0	19	0	
Conference, aborted	150	0	150	0	Note 9
Sub total	1339	0	1339	0	
Total payments	1339	0	1339	0	
Net of receipts/(payments)	415	0	415	0	
A6 Cash funds last year end	0	0	0	0	
Cash funds this year end	415	0	415	0	

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

Categories	Details		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £	Notes
B1 Cash funds	Lloyds Bank		0	0	0	Note 5
	Pay Pal account		415	0	0	
	Total cash funds		415	0	0	
B2 Other Monetary assets	Prepayment for room hire		624			Note 8
B5 Liabilities	Details		Fund to which liability relates	Amount Due (optional)	When due (Optional) £	
	Loan from Old Group		Unrestricted	46		Note 5
	Creditors payable within one year		Unrestricted	238		Note 10

Notes to the Accounts

Notes to the Docklands History Group (CIO)'s Accounts for its First Financial Year, from 16 Jul 2019 to 31 December 2020.

1) Establishment of the Docklands History Group (CIO) as a Charitable Incorporated Organisation.

The Docklands History Group CIO has been established as the successor to the unincorporated Docklands History Group ("the Old Group"). The CIO was registered by the Charities Commission on 16 July 2019

2) Dates of First Financial Year.

The CIO is required to commence its financial year from its date of incorporation, on 16 July 2019. On 9 Dec 2020, the Charities Commission agreed that the Financial Year End be amended to 31 December 2020.

3) Receipts and Payments Accounts

The charity has a gross income below £25,000 per year. These accounts have been prepared on a Receipts and Payments basis in accordance with Charities Commission Guidance CC15d and modelled on the Charities Accounts Template CC16a.

4) Relationship of the CIO to the Original Docklands History Group:

The Docklands History Group (CIO) was set up by members of the committee of the original Docklands History Group (the Old Group), following a decision made by that Group at a General Meeting. The resolution included the agreement that, following the first AGM of the CIO, all the assets and liabilities of the Old Group would be transferred to the CIO. It had been intended that the AGM of the CIO would be held in April 2020 but, owing to the Covid 19 epidemic, this was not possible. This has meant that funds that should be available to the CIO are not at present available but, if funding should be found to be necessary, then as an interim measure these can be made available by means of a loan from the original Group.

5) Bank Account and Loan from Old Group

Owing partly to inefficiencies at the bank, it was not possible for the CIO to complete the opening of a separate bank account until 20 May 2020, whereas the majority of its income and expenditure was in the early part of the year. In the interim it was agreed that the CIO's expenditure and income would be paid for and received into the current bank account of the Old Group by means of loans. For convenience, this arrangement was continued until the year's end at 31 December 2020, and the CIO's account at Lloyds Bank was then put into full use. At the year's end there was a balance of loan from the Old Group to the CIO of £46, and the balance will be cleared at the same time as the Old Group's funds are transferred to the CIO during 2021.

6) PayPal Account

The Old Group's existing PayPal Account was reregistered to the CIO during the course of the year. The account's balance at the start of the year and Book Sales income added to it during the course of the year are therefore both included in the CIO's income. These moneys remained in the PayPal account at the end of the year, but will be partly used in 2021 to clear the balance of loan from the Old Group.

7) CIO operational from 1 January 2020

The Old Group operated the affairs of the Docklands History Group until 31 December 2019 and has prepared its separate accounts. There were no transactions accountable to the CIO during that period except for two members' subscriptions in advance, which have been included in the CIO's Receipts. From 1 January 2020, all income and expenditure, including members' annual subscriptions, have been handled and accounted for by the CIO, with the exception of bank interest on the Old Group's deposit account, which has remained with the Old Group.

8) Room-Hire

The meeting room was hired by the CIO for 2020 and the payment made. However, it was not possible to hold meetings after the March meeting, so the room hire thereafter was cancelled with the agreement of the hirers. The unused part of the hire-fee was retained by the hirer and will be offset against hire-fees when the Group is able to resume its activities.

9) Conference, aborted

Because of the Covid-19 epidemic, the intended annual conference had to be aborted, after it had already been advertised to members. Six payments for tickets had already been banked and these payments were subsequently refunded. Two of the refunds had not been cashed by 31 December 2020, amounting to £60, and this has been added to the Creditors (Note 10).

10) Creditors at 31 December 2020

Certain payments totalling £285 were made by Trustees on behalf of the CIO during the course of 2020, but reimbursement had not yet been made as of 31 December 2020. Because these Accounts are prepared on a receipts and payments basis, those items do not appear ~~have not been included~~ in the statement of payments. The uncleared cheques in Note 9 are also included here.

Signed by the following Trustees of the Docklands History Group CIO:

Date

Malcolm Tucker - Treasurer: <i>Malcolm T. Tucker</i>	<i>28 July 2021</i>
Edward Sargent – Chairman <i>Edward Sargent</i>	<i>2nd August 2021</i>

The Docklands History Group is a Charitable Incorporated Organisation with Charity Number 1184430