



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From **01/09/2023**

Period start date To **31/08/2024**

Period end date

Charity name: Otford and District Historical Society

Charity registration number: 1205870

Objectives and Activities

| | SORP reference | |
|--|--------------------|---|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | <ul style="list-style-type: none">a. To study local buildings, institutions and documentsb. To compile, restore and secure the preservation of local history recordsc. To arrange lectures in connection with above and background historyd. To visit places of interest of historical intereste. To do such other lawful things as would further the objects of the society |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | <ul style="list-style-type: none">a. The study of local buildings, institutions and documents is on-going by members of the societyb. The compilation, restoration and preservation of local history records is currently being undertaken by a trustee, having secured professional advicec. Nine lectures concerning the above are arranged every yeard. A programme of visits to places of historical interest is being discussed by the trustees |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | The trustees have had regard to the guidance issued by the Charity Commission on public benefit as shown by the following: the society is continuing to undertake the series of talks which is advertised to the wider community and also has recently held an exhibition of the society's photographs and artefacts which has been greatly appreciated by the wider community |

Additional information (optional)

You may choose to include further statements where relevant about:

| | SORP reference | |
|--|----------------|--|
|--|----------------|--|

| | | |
|--|-----------|--|
| Policy on grant making | Para 1.38 | |
| Policy on social investment including program related investment | Para 1.38 | |
| Contribution made by volunteers | Para 1.38 | |
| Other | | |

Achievements and Performance

| | SORP reference | |
|---|----------------|--|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20 | <p>On-going programmes of talks which are being continuously advertised to a wider community than previously which has been successful with an increase with the number of visitors.</p> <p>The society is celebrating its 75th anniversary this year. An exhibition showing how the village has changed since 1950, using original documents and photographs from our archives has been held. Also displayed were artefacts, the result of archaeological work done by the society and its associated organisations.</p> |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|--|-----------|--|
| Achievements against objectives set | Para 1.41 | |
| Performance of fundraising activities against objectives set | Para 1.41 | |

| | | |
|--|-----------|--|
| | | |
| Investment performance against objectives | Para 1.41 | |
| Other | | |

Financial Review

| | | |
|--|-----------|---|
| Review of the charity's financial position at the end of the period | Para 1.21 | The charity was able to cover expenditure out of income with a small surplus. This means it is in a better position than the last few years as then expenditure outstripped income. Going forward, the charity has enough money to continue to fund its talks and will be able to continue providing these to the membership. Work on the historical archives can continue ensuring that all artefacts are stabilised and can then be accessible to our members and to the wider public. |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | The charity hopes to have reserves of at least £5000. This will enable the society to continue to provide talks even if costs increase. Also, this will provide enough money so that work can continue on the society's archive and will allow the society to improve the accessibility and security of it. Having a reserve will allow the society to cope with unforeseen circumstances. |
| Amount of reserves held | Para 1.22 | £5000 |
| Reasons for holding zero reserves | Para 1.22 | N/A |
| Details of fund materially in deficit | Para 1.24 | N/A |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | N/A |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|--|
| The charity's principal sources of funds (including any fundraising) | Para 1.47 | |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | |
| A description of the principal risks facing the charity | Para 1.46 | |
| Other | | |

Structure, Governance and Management

| | | |
|---|-----------|---|
| Description of charity's trusts: | | N/A |
| Type of governing document (trust deed, royal charter) | Para 1.25 | 'Association' model constitution |
| How is the charity constituted? (e.g unincorporated association, CIO) | Para 1.25 | CIO |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | By invitation from the current trustees |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|--|
| Policies and procedures adopted for the induction and training of trustees | Para 1.51 | |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | |
| Relationship with any related parties | Para 1.51 | |
| Other | | |

Reference and Administrative details

| | |
|-----------------------------|---|
| Charity name | Otford and District Historical Society |
| Other name the charity uses | |
| Registered charity number | 1205870 |
| Charity's principal address | 7 Darnets Field Otford Near Sevenoaks Kent TN14 5LB |
| | |

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|----------------------------------|-----------------|-----------------------------------|---|
| 1 | Clifford Phillip Ward | Chairman | | |
| 2 | Jacqueline Howe | Secretary | | |
| 3 | Deborah Julie Stronach | Treasurer | | |
| 4 | Alan Peter Williams | | | |
| 5 | Dr Charles Damien Shee | | | |
| 6 | Lesley Rosaline Edmeads | | | |
| 7 | Philip Douglas Clucas | | | |
| 8 | Rodney Stanhope Shelton | | | |
| 9 | Nicholas Swenson Haig Fothergill | | | |
| 10 | | | | |
| 11 | | | | |
| 12 | | | | |
| 13 | | | | |
| 14 | | | | |
| 15 | | | | |
| 16 | | | | |
| 17 | | | | |
| 18 | | | | |
| 19 | | | | |
| 20 | | | | |

Corporate trustees – names of the directors at the date the report was approved

| Director name | | |
|---------------|--|--|
| | | |
| N/A | | |
| | | |
| | | |
| | | |
| | | |

Name of trustees holding title to property belonging to the charity

| Trustee name | Dates acted if not for whole year | |
|--------------|-----------------------------------|--|
| | | |
| N/A | | |
| | | |
| | | |

| | | |
|--|--|--|
| | | |
| | | |

Funds held as custodian trustees on behalf of others

| | |
|---|-----|
| Description of the assets held in this capacity | N/A |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | N/A |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets | N/A |

Additional information (optional)

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| | | |
| | | |
| | | |
| | | |

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

| |
|--|
| |
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Exemptions from disclosure

Reason for non-disclosure of key personnel details

| |
|--|
| |
|--|

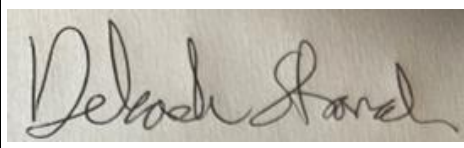

Other optional information

| |
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| |
|--|

Declarations

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

Signed on behalf of the charity's trustees

| | | |
|-------------------------------------|---|--|
| Signature(s) |  |  |
| Full name(s) | Deborah Julie Stronach | Nicholas Swenson Haig Fothergill |
| Position (eg Secretary, Chair, etc) | Treasurer | Point of contact to the Charity Commission trustee |
| Date | 24/06/2025 | |



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
OTFORD AND DISTRICT HISTORICAL SOCIETY

No (if any)
1205870

CC16a

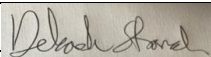
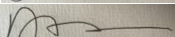
Receipts and payments accounts

| | | | |
|------------------------|---------------------------------|----|-------------------------------|
| For the period from | Period start date 01/09/2023 | To | Period end date 31/08/2024 |
|------------------------|---------------------------------|----|-------------------------------|

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last year to the nearest £ |
|---|---|---|--|---------------------------------|-------------------------------|
| A1 Receipts | | | | | |
| Subscriptions | 930 | - | - | 930 | 540 |
| Visitors | 235 | - | - | 235 | 59 |
| Book sales | 80 | - | - | 80 | 109 |
| Refreshment sales | 29 | - | - | 29 | 21 |
| Cheque not cashed | 47 | - | - | 47 | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total (Gross income for AR) | 1,321 | - | - | 1,321 | 729 |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 1,321 | - | - | 1,321 | 729 |
| A3 Payments | | | | | |
| Speakers | 563 | - | - | 563 | 370 |
| Hall hire | 418 | - | - | 418 | 403 |
| Software | 42 | - | - | 42 | - |
| Refreshment purchases | 4 | - | - | 4 | - |
| Insurance | - | - | - | - | 75 |
| Archive | - | - | - | - | 129 |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | 1,027 | - | - | 1,027 | 977 |
| A4 Asset and investment purchases. (see table) | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total payments | 1,027 | - | - | 1,027 | 977 |
| Net of receipts/(payments) | 294 | - | - | 294 | - 248 |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | 8,623 | - | - | 8,623 | 8,689 |
| Cash funds this year end | 8,917 | - | - | 8,917 | 8,441 |

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

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---|---|----------------------------------|-------------------------------|------------------------------|
| B1 Cash funds | | 8,917 | - | - |
| | | - | - | - |
| | | - | - | - |
| | Total cash funds | 8,917 | - | - |
| | (agree balances with receipts and payments account(s)) | OK | OK | OK |
| | | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
| B2 Other monetary assets | Details | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| B3 Investment assets | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B4 Assets retained for the charity's own use | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B5 Liabilities | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |
| Signed by one or two trustees on behalf of all the trustees | Signature | Print Name | Date of approval | |
| |  | Deborah Julie Stronach | 24/06/2025 | |
| |  | Nicholas Swenson Haig Fothergill | 24/06/2025 | |