

ST ALBANS & HERTFORDSHIRE ARCHITECTURAL & ARCHAEOLOGICAL SOCIETY

TRUSTEES' ANNUAL REPORT FOR THE PERIOD FROM 1 JUNE 2023 TO 31 MAY 2024

The trustees present their report for the year ended 31 May 2024.

Reference and administrative details

Registered name: The St Albans & Hertfordshire Architectural & Archaeological Society

Registered charity number: 226912

Principal address:

79 The Park
St Albans
AL1 4RX

Trustees:

John Morewood (President)
Bryan Hanlon (Secretary)
Tony Dolphin (Treasurer)
Christine McDermott
Peter Burley

Independent examiner:

Cathy Phillips FCCA
22 Clarence Road
St Albans
AL1 4NE

Structure, governance and management

The Society is an unincorporated association governed by its constitution, which was adopted by members at the Annual General Meeting held on 13 September 2016.

The Society has five Trustees: the President, the Secretary, the Treasurer and two others. The Secretary and Treasurer are elected annually by the Annual General Meeting. The President and the other two Trustees are appointed by the Council from among its members. The Council is also elected annually by the Annual General Meeting.

The Council is responsible for the general management of the affairs of the Society and for organising its various activities.

Objectives and activities

The St Albans & Hertfordshire Architectural & Archaeological Society ("the Society") is established for the following purposes:

1. to promote public interest in, and improve public knowledge of, the architecture, archaeology and history of St Albans and Hertfordshire;
2. to work to secure the protection of monuments, structures or other features of architectural, historical or archaeological interest;
3. to maintain its own library; and
4. to encourage the preservation, and the deposit in suitable collections, of written documents, in any format, and material of historical interest.

In the year ending 31 May 2024, the Society organised a series of 25 lectures, some held in person only, some held over Zoom only and some held both in person and over Zoom. These covered a wide range of architectural, archaeological and historical topics. The Society also organised a special lecture by Professor Michael Wood in June 2023.

The Society also circulated to its members and posted on its website a quarterly award-winning newsletter containing information about the Society and articles about local architecture, archaeology and history. It arranged four excursions and it maintained a library and website for members and non-members.

The Society's President and other Council members have campaigned on a number of issues, chiefly around the preservation of sites and items of historical and architectural interest in St Albans.

The trustees believe all these activities were in accordance with the Society's objectives and that they have had regard to the guidance issued by the Charity Commission on public benefit.

Achievements and performance

The trustees believe the performance of the Society this year has been very good. Membership remains close to 700. Our lectures have all been well attended and excursions have been fully-booked. Feedback on the newsletter is always very positive.

Through working with other interested parties, campaigning in a local online newspaper and lobbying members of the local council, the Society has raised awareness of a number of local sites of historical and architectural interest that are 'at risk' due to neglect and is hopeful that action will be taken towards preserving some of them.

Financial review

The Society's income increased to £31,662 from £27,662 in the year ending 31 May 2023.

Our main source of income is membership subscriptions. Having increased in recent years, the number of paying members has now stabilised and income from this source was little changed at £12,074. Fees were unchanged. Gift Aid of £2,836 was received this year. The Society plays a role in the management of the St Albans Clock Tower and receives a share of the income it generates, which in 2023/24 amounted to £5,000. Other income included £3,384 for excursions and £3,480 from lectures.

The Society's expenditure increased to £27,571 from £27,325 in the year ending 31 May 2023.

The total cost of our extensive programme of lectures, including lecturers' fees and expenses and hall hire was £5,457. This was a substantial increase on previous years, reflecting the costs of organising the one-off special lecture by Professor Michael Wood. These costs were more than fully offset by the income from the event. With the surplus being donated to a local charity. The cost of publishing our newsletter was little changed at £3,630. The cost of our library, including specialist software, book purchases and equipment was £4,726. There were also large increases in some of the costs of running the Society, including fees for services such as Eventbrite.

On 31 May 2024, the Society held £49,965 in unrestricted funds, of which £26,146 was designated for particular purposes. The Trustees have reviewed the Society's reserves policy and continue to believe that undesignated funds should not fall below expected annual expenditure. Reserves are currently just above this level.

Funds held as custodian trustees on behalf of others

The Society is responsible for the Mayor's History Fund, which can only be used to assist researchers with the costs of research into the history of the St Albans District. St Albans and District Council have passed management of this Fund onto the Society, judging it better placed to assess the merit of applications for funding. The History Fund is ring-fenced within the Society's accounts and an appropriate proportion of interest income is allocated to it. On 31 May 2024, the Society held £3,192 for future awards.

Declarations

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

Signed on behalf of the charity's trustees.

Signature:

A handwritten signature in blue ink, appearing to read 'J P Morewood'.

John Morewood – President

Date: 1st October 2024

ST ALBANS & HERTFORDSHIRE ARCHITECTURAL & ARCHAEOLOGICAL SOCIETY
BALANCE SHEET AS AT 31 MAY 2024


	Notes	Unrestricted 2024 £	Restricted 2024 £	Total 2024 £	Total 2023 £
FIXED ASSETS					
CURRENT ASSETS					
Prepayments	2	2,157		2,157	2,739
Debtors	3	250		250	
Cash at bank					
Lloyds Bank current account		1,514		1,514	830
CAF Bank current account		531		531	575
PayPal		298		298	336
CAF Bank Gold account		46,380	3,192	49,572	52,161
		<u>51,131</u>	<u>3,192</u>	<u>54,323</u>	<u>56,640</u>
Liabilities					
Subscriptions received in advance	4	(884)		(884)	(998)
Payments due	5	(282)		(282)	(6,576)
NET CURRENT ASSETS		<u>49,965</u>	<u>3,192</u>	<u>53,157</u>	<u>49,066</u>
TOTAL NET ASSETS		<u><u>49,965</u></u>	<u><u>3,192</u></u>	<u><u>53,157</u></u>	<u><u>49,066</u></u>
FUNDS OF THE SOCIETY					
Undesignated funds		23,819		23,819	40,901
Designated funds	6	26,146		26,146	5,041
Restricted funds	7		3,192	3,192	3,124
TOTAL FUNDS		<u><u>49,965</u></u>	<u><u>3,192</u></u>	<u><u>53,157</u></u>	<u><u>49,066</u></u>

Notes:

1. Totals may differ from the sum of components due to rounding.
2. Prepayments include payments for subscriptions, insurance policies and the use of the library's management system that extend beyond 31 May 2024.
3. Payment outstanding for the staging of the bribery trail re-enactment.
4. Annual subscriptions to the Society that are received before the start of the relevant year are recorded as liabilities.
5. Payment due for reprinting of War Memorial leaflets.
6. During 2023-24, the Trustees agreed that the Society's funds, over and above a target level of reserves, should be designated for an Heritage Fund, to be used for special projects that preserve or highlight the heritage of the local area.
7. The Society is responsible for managing the Mayor's History Fund. The use of these funds is restricted and they can only be used for research into local history.

Approved by the Trustees of the Society and signed on their behalf.

Date: 30th September 2024

Signed: 
 Tony Dolphin
 Hon Treasurer

ST ALBANS & HERTFORDSHIRE ARCHITECTURAL & ARCHAEOLOGICAL SOCIETY
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MAY 2024

	Unrestricted 2024 £	Restricted 2024 £	Total 2024 £	Total 2023 £
INCOMING RESOURCES				
Donations and legacies				
Subscriptions	12,074		12,074	12,228
Gift Aid	2,836		2,836	2,595
Donations: Clock Tower	5,000		5,000	3,500
Donations: Other	1,246		1,246	1,168
Charitable activities				
Lectures	3,480		3,480	1,194
Excursions	3,384		3,384	2,032
Publications	534		534	2,077
Library	421		421	184
Archaeology conference				959
New Year party	742		742	673
HA&H Sales	49		49	97
Sundry income	723		723	583
Investments				
Interest received	1,105	69	1,174	371
Total Incoming Resources	31,593	69	31,662	27,662
RESOURCES EXPENDED				
Raising funds				
Excursions	2,804		2,804	1,630
Archaeology conference				773
New Year party	519		519	170
Book launches				165
Charitable activities				
Lectures	5,457		5,457	2,842
Newsletters	3,630		3,630	3,609
Publications	1,318		1,318	430
Library	4,726		4,726	2,742
Website	452		452	450
IT costs	1,049		1,049	626
History fair				1,149
Exhibition on Second Battle of St Albans				7,535
Dissolution project	576		576	86
St Julians project	190		190	25
New equipment	1,074		1,074	455
Postage	439		439	1,152
Printing & stationery	9		9	698
Insurance	987		987	847
Subscriptions	314		314	294
Donations	1,798		1,798	774
Bank charges	760		760	604
Sundry costs	1,469		1,469	217
Mayor's History Fund				52
Total Resources Expended	27,571	0	27,571	27,325
NET INCOME RESOURCES	4,022	69	4,091	337
TOTAL FUNDS BROUGHT FORWARD	45,942	3,124	49,066	48,729
TOTAL FUNDS CARRIED FORWARD	49,965	3,192	53,157	49,066

Notes:

1. Totals may differ from the sum of components due to rounding.
2. Income and expenditure on lectures in 2023-24 were boosted by the one-off lecture delivered by Michael Wood in June 2023.
Income from the lecture more than covered its costs and, by prior agreement, the surplus of £1,394.69 was donated to a local charity.

ST ALBANS & HERTFORDSHIRE ARCHITECTURAL & ARCHAEOLOGICAL SOCIETY
(Charity number 226912)

REPORT OF THE INDEPENDENT EXAMINER TO THE TRUSTEES

I report to the Charity's trustees on my examination of the accounts of the St Albans & Hertfordshire Architectural & Archaeological Society (charity number 226912) for the year ended 31st May 2024, which comprise the Statement of Financial Activities and Balance Sheet.

Respective responsibilities and basis of report

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

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

Independent examiner's statement

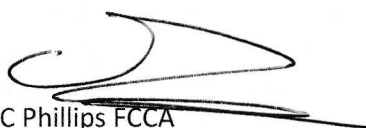
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which give me cause to believe that in, any material respect:

1. the accounting records were not kept in accordance with section 130 of the Charities Act 2011; or
2. the accounts did not accord with the accounting records; or
3. the accounts did not comply with the applicable requirements concerning form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed:

Date: 30/9/24



C Phillips FCCA
22 Clarence Road, St Albans, AL1 4NE