

BRITISH RECORDS ASSOCIATION

England & Wales · Charity number 227464

Details

Other names BRA

Status Registered

Legal form Other

Registered 1963-09-19

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

Contact

Address British Records Association
C/o 70 Cowcross Street
London
EC1M 6EJ

Phone 0794238214

Email info@britishrecordsassociation.org.uk

Website www.britishrecordsassociation.org.uk

Activities

Objects: TO PROMOTE FOR THE PUBLIC BENEFIT THE PRESERVATION, UNDERSTANDING, ACCESSIBILITY AND STUDY OF OUR RECORDED HERITAGE. IN PARTICULAR THE ASSOCIATION WILL ENCOURAGE AND SUPPORT: (A) PRESERVATION UNDER THE BEST POSSIBLE CONDITIONS OF RECORDS AND ARCHIVES OF IMPORTANCE AND VALUE TO THE HERITAGE, IN ANY MEDIUM; (B) RESCUE OF RECORDS AND ARCHIVES WHICH MIGHT OTHERWISE BE LOST OR DESTROYED AND THEIR DEPOSIT IN APPROPRIATELY ESTABLISHED AND EQUIPPED REPOSITORIES; (C) ACCESSIBILITY OF RECORDS AND ARCHIVES FOR RESEARCH AND LEARNING; (D) COOPERATION AND EXCHANGE OF VIEWS AND INFORMATION RELATING TO THE CUSTODY, PRESERVATION, ACCESSIBILITY AND USE OF RECORDS AND ARCHIVES; AND THE ASSOCIATION WILL (E) EDUCATE PUBLIC OPINION ABOUT MATTERS AFFECTING RECORDS AND ARCHIVES.

Activities: The British Records Association, a charity established in 1932, exists to promote the preservation, understanding, accessibility and study of our recorded heritage for the public benefit. We publish a newsletter and journal, hold an annual Lecture and Conference, and award an annual prize. We also work with institutional partners to address the challenge of records at risk.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, Environment/conservation/heritage
- **Who:** Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** NATIONAL
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£23,389	£16,112	-	-
2024-03-31	£20,500	£13,243	-	-
2023-03-31	£13,929	£13,922	-	-
2022-03-31	£46,686	£39,330	-	-
2021-03-31	£19,110	£5,723	-	-

Trustees

Name	Role	Appointed
MATTI DANIEL WATTON	Chair	
AMANDA AUDREY ENGINEER		2019-11-13
Andrew John Ling		2022-04-20
DR RUTH PALEY		
David Livett Prior		2018-10-17
Dr DAVID BOWES ROBINSON		2018-10-17
KATHARINE VERA BLIGH MBE		
Lady Patricia Mary Kerr Teviot		
Norman Richard Hodgett		2023-10-05
STEPHEN G H FREETH		
Stephanie Nield		2021-09-22
Victoria Northwood		2016-10-27

BRITISH RECORDS ASSOCIATION

England & Wales - Charity number 227464

Accounts

REGISTERED CHARITY NUMBER: 227464

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022
FOR
BRITISH RECORDS ASSOCIATION**

**Higson APS Limited
45 Queen Street
Deal
Kent
CT14 6EY**

BRITISH RECORDS ASSOCIATION

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FOR THE YEAR ENDED 31 MARCH 2022**

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BRITISH RECORDS ASSOCIATION
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

The trustees present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

The British Records Association (established in 1932) exists to promote for the public benefit the preservation, understanding, accessibility and study of the recorded heritage.

Responsibility for the work of the Association lies with a Council which is composed of the vice-presidents, officers, and up to 9 elected members (individual or institutional) who are elected for a maximum of 3 years at the Annual General Meeting. All elected members of the Council are Trustees of the Association.

During the course of the year, Council met on two occasions: on 26 July 2021 and 6 December 2021. The meetings were held virtually, via Zoom, due to the coronavirus (COVID-19/SARS-CoV-2) pandemic and the restrictions on individual movement and gatherings.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Association's aims are to initiate, encourage and support work relating to records and archives which:

- contributes to their appropriate preservation
- increases their accessibility for research
- enables the exchange of views and information
- influences public opinion and policymakers.

BRITISH RECORDS ASSOCIATION
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

OBJECTIVES AND ACTIVITIES
MEMBERSHIP

The Association's membership year runs from 1 January to 31 December. Subscription renewals are due ideally in advance, and otherwise not later than 31 March in the year of membership. At 31 December 2021 there were 139 individual members. Institutional members numbered 82 at year end.

We thank the Liverpool University Press team who have managed membership and subscriptions for the BRA since 2019. The change (and the previous tightening of our procedures) has continued to leave a number of memberships unresolved. In February and March 2021, work continued on the rationalization of individual and institutional membership payments that were still being paid directly to the BRA. We are grateful to those who are now securely signed up with LUP, and we would encourage others to sign up for 2023.

The Membership Secretary stepped down in December 2021; the Executive Committee continues to seek a replacement.

EXECUTIVE COMMITTEE

The Executive Committee (comprising the Chair, Vice-Chair, Treasurer, Secretary, Membership Secretary, Editor, the representative of Jesus College Cambridge, and Stephanie Nield) have met regularly (via Zoom) during the course of the year and worked to deliver BRA's strategic objectives.

No new officers or members of Council were elected.

The Chair continued to maintain mutually beneficial relationships with The National Archives (TNA), the Archives and Records Association, and other professional bodies.

The Vice-Chair continued to represent the Association as a member of the national Records at Risk Steering Group, which met virtually in June, July and November 2021 and January 2022. The group is an independent advisory body supported and facilitated by TNA (as successors to the Historical Manuscripts Commission) with representation from archives and academic sectors in England and Wales. Its aims are to lobby for preservation of records at risk (the original preservation purpose of the BRA) and to co-ordinate projects to achieve this goal.

Plans to establish a Records at Risk Fund progressed during the course of the year. The fund comprises financial contributions totalling £31,000 from TNA, the British Records Association and the Archives & Records Association, and is held and distributed by the BRA. It is intended to support urgent interventions to save physical and digital records facing immediate peril across the UK. The Records at Risk Fund was formally launched in November 2021, and applications were assessed by a panel convened by TNA. The Vice-Chair was invited to represent BRA on the Assessment Panel, which met in March 2022.

A draft BRA Forward Plan 2021-2022 was approved at the March 2021 Council meeting setting down BRA actions for the period up to the AGM in 2022 and to achieve the aims of: building the membership and volunteer base; improving communication with members and the wider community; developing and maintaining external partnerships; encouraging and supporting the preservation and rescue of records at risk; enabling the exchange of views and information; and influencing opinion. The implementation of the plan was supported by a new vision statement - 'The nation's records preserved, accessed and interpreted for the benefit of all' - and a revised version of the Association's aims (see paragraph 1 above). It is intended that the period 2022 until the AGM 2025 will be covered by a 'Strategic and Operational Plan 2022-2025'.

Communication with members has been maintained via the website, emails and social media channels. Activity in the latter sphere continues to be greatly enhanced by Stephanie Nield, Leonard Cheshire Archive and Library. The newsletter was substituted by a regular e-bulletin from May 2021. In-person outreach activities were again not possible due to the pandemic, however it is intended to relaunch the BRA's programme of visits from summer 2022 onwards.

BRITISH RECORDS ASSOCIATION

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

ACHIEVEMENT AND PERFORMANCE

Charitable activities

PUBLICATIONS

Two issues of the Archives journal were produced and distributed by LUP, in digital and hard copy format, during the course of the year: Volume LVI (no. 1) April 2021 and Volume LVI (no. 2) October 2021. We are grateful to the Editorial Board (comprising Ruth Paley, Nat Alcock, Charlotte Berry, Alan Crookham, Sean Cunningham, Colin Haydon, Kate Jarman, Neil Murphy, Ceryn Radick, Laura Tompkins, and Marianne Wilson) for their efforts on behalf of the Association. Copies of Archives dating back to 2006 have been digitised by LUP and are available free of charge to all subscribers and members of the Association, via the LUP website.

EVENTS

Events were again severely curtailed on account of the pandemic. The Annual General Meeting 2021 was held successfully online on Zoom, despite a very low turnout; communication of the Annual Report and Accounts for approval by the membership was undertaken via post and email.

The annual Maurice Bond Memorial Lecture was held in-person on 23 February 2022 at the Guildhall Library, London. Entitled 'Covid and the Historian', the lecture was delivered by Martin Daunton, Emeritus Professor of Economic History at the University of Cambridge and Visiting Professor at Gresham College. Sixty people registered to attend this very successful event.

The annual conference which had been scheduled for 23 April 2020, "Creative Encounters: Art in the Archives", remained postponed. It is intended to reschedule the event later in 2022.

It was not possible to organise any visits for BRA members.

The BRA Archives Advocacy Group was formed in 2020, arising from the BRA Forum held in November 2019. The Group is chaired by Julia Sheppard, and comprises members Alice Prochaska, Jean Seaton, Jane Winters, Sarah Tysacke, Serena Kelly, David Thomas, and Richard Ovenden. Administrative activities and publicity roles are carried out respectively by Amanda Engineer and Stephanie Nield. A programme to deliver webinars in 2021-2022, in partnership with the Institute of Historical Research, was launched in January 2020 under the title 'The Shock of the Record: Archives and Truth'. The first webinar, 'Why Archives Matter', was held on 18 March 2021. Three further webinars were held on 17 June 2021, 11 November 2021 and 31 March 2022, respectively entitled: 'Who Creates the Record and Why? Evidence Under Attack'; 'Truth and Trust: Untruth Especially in Oppressive Regimes'; and the final webinar in the series, 'Archives of Crisis and Conspiracy'. Details were posted on the IHR's and the British Records Association's websites. The webinars generated much interest, reaching broad international audiences. The Group plans to hold a meeting in September 2022 to review achievements and discuss next steps in promoting archives, truth and trust. It is also hoped to promote some of the webinar talks in the BRA journal Archives.

HARLEY PRIZE

The annual Harley Prize was awarded to Dr Amy L. Erickson, Robinson College, Cambridge, for *City Women in the 18th Century*, a free open-air exhibition in autumn 2019 about women who ran luxury businesses in the City of London in the 18th century; and a supporting article, 'Esther Sloope, fanmaker, and her family', *Eighteenth-Century Life*, 42 (2) (2018), pp.15-37. The prize presentation took place after the Maurice Bond Memorial Lecture, on 23 February 2022. The prize is intended to generate interest in archives, and raise awareness of research and achievements in the world of archives, and is awarded to individuals or organisations for the best or most original piece of published work which has promoted BRA's aims: "the preservation, understanding, accessibility or study of archives". In 2021 the Council agreed to increase the Harley Prize award to £500.

BRITISH RECORDS ASSOCIATION

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022**

FINANCIAL REVIEW

Investment policy and objectives

Investment powers

The Council can invest funds not immediately required for the Association, in such investments, securities or property as may be thought fit.

Reserves policy

Reserves

The Council has reviewed the Association's reserves policy in accordance with guidelines from the Charity Commissioners.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Statement of Council's Responsibilities

The Association's constitution and subsequent legislation requires accounts to be prepared for the financial year. In preparing these accounts the Council of the Association have regard to:

- selecting suitable accounting policies and applying them consistently
- making judgements and estimates that are reasonable and prudent
- observing applicable Accounting Standards
- preparing the accounts on a going concern basis

The Council of the Association is responsible also for keeping proper accounting records which disclose with reasonable accuracy the financial position of the Association and for safeguarding its assets.

Charity constitution

Governing Instrument

The Association was founded in 1932 and is governed by rules dated December 1980 and revised in 1992 and 2004.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

227464

Principal address

70 Cowcross Street

London

London

EC1M 6EJ

BRITISH RECORDS ASSOCIATION
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

Trustees

Ms J Foster Treasurer (resigned 22.9.21)
D B Robinson Vice President
Dr R Paley Editor
Ms K V Bligh
Ms E A Stazicker FRSA Membership Secretary
M D Watton Chair of Council
S G H Freeth
Ms V Northwood Vice Chair of Council
D L Prior Vice President
Lady P M K Teviot
Ms S Kelly
Ms A Engineer Secretary
R Athol
A J Ling Treasurer (appointed 20.4.22)

Patron:	The Most Honourable the Marquess of Salisbury, KG, KCVO, PC, DL
President:	Sir Geoffrey Vos, Master of the Rolls
Vice-Presidents:	Dr David Robinson David Prior
Chair of Council:	Matti Watton
Vice Chair of Council	Victoria Northwood
Treasurer	Jane Foster/Andrew Ling
Secretary:	Amanda Engineer
Editor:	Dr Ruth Paley
Elected Members of the Council:	Katharine Bligh Stephen Freeth Robert Athol Serena Kelly Elizabeth Stazicker (also acts as Membership Secretary to December 2021) Lady Mary Teviot

BRITISH RECORDS ASSOCIATION
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

Independent Examiner
Peter Higson
Higson APS Limited
45 Queen Street
Deal
Kent
CT14 6EY

Banker: Santander
2 Triton Square, Regent's Place
London, NW1 3AN

Approved by order of the board of trustees on 27th September 2022 and signed on its behalf by:



M D Walton - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BRITISH RECORDS ASSOCIATION**

Independent examiner's report to the trustees of British Records Association

I report to the charity trustees on my examination of the accounts of British Records Association (the Trust) for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the 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.



Peter Higson
Higson APS Limited
45 Queen Street
Deal
Kent
CT14 6EY

Date:

1 of October 2022

BRITISH RECORDS ASSOCIATION

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022**

	Notes	Unrestricted funds £	Restricted fund £	2022 Total funds £	2021 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		2,150	28,000	30,150	1,314
Charitable activities					
Other income		79	-	79	333
Membership subscriptions		11,719	-	11,719	6,574
Publication sales		4,738	-	4,738	10,889
Total		<u>18,686</u>	<u>28,000</u>	<u>46,686</u>	<u>19,110</u>
EXPENDITURE ON					
Charitable activities					
Promoting the study of recorded heritage		1,236	30,418	31,654	2,156
Membership subscriptions		3,516	-	3,516	-
Publication sales		1,422	-	1,422	615
Other		<u>2,738</u>	<u>-</u>	<u>2,738</u>	<u>2,952</u>
Total		<u>8,912</u>	<u>30,418</u>	<u>39,330</u>	<u>5,723</u>
NET INCOME/(EXPENDITURE)		<u>9,774</u>	<u>(2,418)</u>	<u>7,356</u>	<u>13,387</u>
Transfers between funds	8	<u>(3,000)</u>	<u>3,000</u>	<u>-</u>	<u>-</u>
Net movement in funds		6,774	582	7,356	13,387
RECONCILIATION OF FUNDS					
Total funds brought forward		109,108	-	109,108	95,721
TOTAL FUNDS CARRIED FORWARD		<u><u>115,882</u></u>	<u><u>582</u></u>	<u><u>116,464</u></u>	<u><u>109,108</u></u>

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

BRITISH RECORDS ASSOCIATION

BALANCE SHEET
31 MARCH 2022

	Notes	Unrestricted Funds £	Restricted Funds £	2022 Total Funds £	2021 Total Funds £
CURRENT ASSETS					
Debitors	6	6,490	-	6,490	4,290
Cash at bank and in hand		111,482	31,000	142,482	106,356
		<u>117,972</u>	<u>31,000</u>	<u>148,972</u>	<u>110,646</u>
CREDITORS					
Amounts falling due within one year	7	(2,000)	(30,418)	(32,508)	(1,538)
NET CURRENT ASSETS		<u>115,882</u>	<u>582</u>	<u>116,464</u>	<u>109,108</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>115,882</u>	<u>582</u>	<u>116,464</u>	<u>109,108</u>
NET ASSETS		<u>115,882</u>	<u>582</u>	<u>116,464</u>	<u>109,108</u>
FUNDS					
Unrestricted funds:	8				
General fund				57,489	50,215
Designated fund				58,993	58,893
				<u>115,882</u>	<u>109,108</u>
Restricted funds				<u>582</u>	<u>-</u>
TOTAL FUNDS				<u>116,464</u>	<u>109,108</u>

The financial statements were approved by the Board of Trustees and authorized for issue on and were signed on its behalf by:

27 September 2022


M D Watson - Trustee


A J Ling Treasurer - Trustee

The notes form part of these financial statements

BRITISH RECORDS ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019); Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

The Financial Statements are presented in round pounds sterling £.

Financial reporting standard 102 - reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows;
- the requirements of paragraphs 11.42, 11.44, 11.45, 11.47, 11.48(a)(iii), 11.48(a)(iv), 11.48(b) and 11.48(c);
- the requirements of paragraphs 12.26, 12.27, 12.29(a), 12.29(b) and 12.29A.

Income

Income in respect of annual subscriptions which are due in January is recognised in the Statement of Financial Activities in the year in which the membership is due for renewal. Where membership is received bi-annually a portion of income is deferred until the next financial year.

Donations and grants are recognised upon entitlement to the funds and on receipt of the income.

Other income includes visits to the archives, which are recognised upon attendance of the site.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

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

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

BRITISH RECORDS ASSOCIATION

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022**

2. GRANTS PAYABLE

	2022	2021
	£	£
Promoting the study of recorded heritage	<u>30,918</u>	<u>350</u>
The total grants paid to institutions during the year was as follows:		
	2022	2021
	£	£
Records at Risk	<u>30,418</u>	<u>-</u>
The total grants paid to individuals during the year was as follows:		
	2022	2021
	£	£
Harley prize	<u>500</u>	<u>350</u>

During the year a grant of £500 (2021 - £350) was payable to the winner of the Harley Prize.

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

Trustees' expenses

3 (2021: 2) Trustees were repaid for their travel and computer expenses during the year, amounting to £560 (2021: £587).

4. STAFF COSTS

There were no employees in the year ended 31 March 2022 (2021 - Nil).

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	1,314	-	1,314
Charitable activities			
Other income	333	-	333
Membership subscriptions	6,574	-	6,574
Publication sales	10,889	-	10,889
Total	<u>19,110</u>	<u>-</u>	<u>19,110</u>
EXPENDITURE ON			
Charitable activities			
Promoting the study of recorded heritage	2,156	-	2,156
Publication sales	615	-	615

BRITISH RECORDS ASSOCIATION

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022**

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued				
	Unrestricted funds £	Restricted fund £	Total funds £	
Other	2,952	-	2,952	
Total	<u>5,723</u>	<u>-</u>	<u>5,723</u>	
NET INCOME	<u>13,387</u>	<u>-</u>	<u>13,387</u>	
RECONCILIATION OF FUNDS				
Total funds brought forward	95,721	-	95,721	
TOTAL FUNDS CARRIED FORWARD	<u>109,108</u>	<u>-</u>	<u>109,108</u>	
6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR				
		2022	2021	
		£	£	
Trade debtors		6,490	4,290	
7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR				
		2022	2021	
		£	£	
Other creditors		903	350	
Accrued expenses		31,605	1,188	
		<u>32,508</u>	<u>1,538</u>	
8. MOVEMENT IN FUNDS				
	At 1.4.21	Net movement in funds	Transfers between funds	At
	£	£	£	31.3.22
				£
Unrestricted funds				
General fund	50,215	10,274	(3,000)	57,489
Designated fund	58,893	(500)	-	58,393
	<u>109,108</u>	<u>9,774</u>	<u>(3,000)</u>	<u>115,882</u>
Restricted funds				
Records at Risk	-	(2,418)	3,000	582
TOTAL FUNDS	<u>109,108</u>	<u>7,356</u>	<u>-</u>	<u>116,464</u>

BRITISH RECORDS ASSOCIATION

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022**

8. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	18,686	(8,412)	10,274
Designated fund	-	(500)	(500)
	<u>18,686</u>	<u>(8,912)</u>	<u>9,774</u>
Restricted funds			
Records at Risk	28,000	(30,418)	(2,418)
	<u>28,000</u>	<u>(30,418)</u>	<u>(2,418)</u>
TOTAL FUNDS	<u>46,686</u>	<u>(39,330)</u>	<u>7,356</u>

Comparatives for movement in funds

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General fund	36,478	13,737	50,215
Designated fund	59,243	(350)	58,893
	<u>95,721</u>	<u>13,387</u>	<u>109,108</u>
TOTAL FUNDS	<u>95,721</u>	<u>13,387</u>	<u>109,108</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	19,110	(5,373)	13,737
Designated fund	-	(350)	(350)
	<u>19,110</u>	<u>(5,723)</u>	<u>13,387</u>
TOTAL FUNDS	<u>19,110</u>	<u>(5,723)</u>	<u>13,387</u>

BRITISH RECORDS ASSOCIATION

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022**

8. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General fund	36,478	24,011	(3,000)	57,489
Designated fund	59,243	(850)	-	58,393
	<u>95,721</u>	<u>23,161</u>	<u>(3,000)</u>	<u>115,882</u>
Restricted funds				
Records at Risk	-	(2,418)	3,000	582
	<u>-</u>	<u>(2,418)</u>	<u>3,000</u>	<u>582</u>
TOTAL FUNDS	<u>95,721</u>	<u>20,743</u>	<u>-</u>	<u>116,464</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	37,796	(13,785)	24,011
Designated fund	-	(850)	(850)
	<u>37,796</u>	<u>(14,635)</u>	<u>23,161</u>
Restricted funds			
Records at Risk	28,000	(30,418)	(2,418)
	<u>28,000</u>	<u>(30,418)</u>	<u>(2,418)</u>
TOTAL FUNDS	<u>65,796</u>	<u>(45,053)</u>	<u>20,743</u>

General fund represents the free reserves of the charity for the purpose of its operating costs, and delivering its charitable activity.

The designated fund represents a portion of the donation received in 2017 in respect of Ms Harley. The Trustees have sought to designate £60,000 for investment to support the charities ongoing activities and to generate an income in which to award the annual Harley Prize grant.

The Records at Risk restricted fund was established in the year and is restricted to the support of urgent interventions to save physical and digital records facing immediate peril across the UK.

BRITISH RECORDS ASSOCIATION

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022**

9. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2022, other than those already disclosed in note 3 "Trustees Remuneration and Benefits".

BRITISH RECORDS ASSOCIATION
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022

	2022	2021
	£	£
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations & grants	30,150	1,314
Charitable activities		
Publication sales	4,738	10,889
Other income	79	333
Membership subscriptions	11,719	6,574
	<u>16,536</u>	<u>17,796</u>
Total incoming resources	46,686	19,110
EXPENDITURE		
Charitable activities		
Annual conference	40	-
Sundries	102	75
Volunteer travel expenses	81	309
Printing	34	-
Design and editor costs	-	1,144
Publication costs (LUP)	1,422	615
Volunteer computer expenses	479	278
LUP Commission	3,516	-
Grants to institutions	30,418	-
Harley Prize	500	350
	<u>36,592</u>	<u>2,771</u>
Support costs		
Other support costs		
Rent	1,080	1,440
Insurance	192	-
Communications	225	324
Postage and stationery	101	-
	<u>1,598</u>	<u>1,764</u>
Governance costs		
Independent examiners fee	1,140	1,188
Total resources expended	39,330	5,723
Net income	<u>7,356</u>	<u>13,387</u>

This page does not form part of the statutory financial statements