

## **Buckinghamshire Reord Society**

Trustees' Report for the year ended 31 December 2024

The Charity is known as the Buckinghamshire Record Society and its registered charity number is 262004

### **Structure , Governance and Management**

#### **Constitution**

The Society is governed by the Rules adopted at the Annual General Meetings in 1978 and modified in 1985, 2001 and 2016.

The Society's principal address is Buckinghamshire Archives, County Hall, Aylesbury. HP20 1UU

#### **Recruitment, Appointment, Induction and Training of Trustees**

The Society is managed by an Executive Committee consisting of the ex officio members under Society rule 5, together with 10 members who are elected annually at the Annual General Meeting. Before being appointed the trustees are made aware of what is expected of them.

#### **Objectives and Activities for the Public Benefit**

In setting out objectives and planning our activities we have given careful consideration to the Charity Commission's general guidance on public benefit.

#### **Objects**

The principal objects of the Society are the publishing, collection , preservation and listing of records of the County of Buckinghamshire.

#### **Charity's Activities and Achievements**

The Society exists to make the historical records of Buckinghamshire available to the general public. The benefit is to the general public as a whole.

#### **Financial Review**

The trustees are satisfied with the results for the year

#### **Reserves**

The Executive Committee considers that the level of reserves is appropriate bearing in mind the number of publications that are in the planning stage and the projects which are yet to be completed.

#### **Trustees**

The trustees who served during the year are as follows:

Lady Howe - President	Julian Hunt
Roger Bettridge - Vice President	Dr Garry Marshall
Hugh Hanley - Vice President - died May 2024	Professor Rosemary O'Day
Dr Eileen Scarff - Vice President	Catherine Taylor
Sir Edmund Verney - Vice President	Dr David Thorpe
Professor Ian Beckett	Daniel Williams
Dr John Broad - Chairman	Harry Ball - Hon Treasurer
Michael Farley	Sally Mason - Hon Secretary
Carys Gadsden	Dr David Noy - Hon General Editor

# **Buckinghamshire Record Society**

**Statement of Financial Activities**

**For the year ended 31 December 2024**

## **Buckinghamshire Record Society**

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## **Buckinghamshire Record Society**

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# Buckinghamshire Record Society

## Statement of Financial Activities For the year ended 31 December 2024

	Year to 31 December 2024			Year to 31 Dec 2023	
	General Fund	Record Purchase Fund	Total	General Fund	Restricted Funds
	£	£	£	£	£
INCOMING RESOURCES					
Incoming Resources					
Members' Subscriptions - individuals	1,590		1,590	1,545	
- institutions	315		315	735	
Income Tax recovered on subscriptions	293		293	283	
Grants - Buckinghamshire Council	1,200		1,200	1,200	
			-		
Donations				9	
Legacy	74,556		74,556		
Investment Income					
Hinckley & Rugby Building Society	1,658	884	2,542	802	768
Income from Charitable Trading			-		
Other Incoming Resources			-		
Sales of Volumes	872		872	623	
Sundry	24		24	9	
Total Incoming Resources	80,508	884	81,392	5,206	768
EXPENDITURE					
			-		
Volume 42- typesetting & printing	7,216		7,216	7,018	
Postage and packing	726		726	637	
Archive acquisitions		59	59		773
Grant " Hidden Bucks"	3,287		3,287	2,969	
Digitisation of earlier volumes			-	1,397	
<u>Governance - costs</u>			-		
Paypal charges	8		8	8	
Independent Examiner's Fee	414		414	378	
Insurance	90		90	90	
Website			-	501	
Sundry expenses			-	176	
			-		
Total Expenditure	11,741	59	11,800	13,174	773
Unrealised gains on investments retained	4,744		4,744	5,803	
Net Movement of Funds	73,511	825	74,336	(2,165)	(5)
Fund Balances brought forward	85,079	23,548	108,627	87,244	23,553
Fund Balances carried forward	158,590	24,373	182,963	85,079	23,548

**Buckinghamshire Record Society**  
**Balance Sheet As At 31st December 2024**

	<b>At 31 December 2024</b>		<b>At 31 December 2023</b>	
	£	£	£	
<b>FIXED ASSETS</b>				
Investments at Market Value			49,600	
COIF Accumulation Shares	52,123		16,146	65,746
M & G Recovery Fund	18,367	70,490		
<b>CURRENT ASSETS</b>				
Debtors	3,669			
Payments in advance			144	
Accrued Income	249		43,659	
Cash at Bank and in Hand	109,914			
<b>TOTAL CURRENT ASSETS</b>	<u>113,831</u>		<u>43,803</u>	
<b>CURRENT LIABILITIES</b>				
Payments received in advance	460		60	
Creditors:				
Accruals	486		378	
Funds deposited with the Society	485		484	
	<u>1,431</u>		<u>922</u>	
<b>NET CURRENT ASSETS</b>		<u>112,401</u>		<u>42,881</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>182,891</u>		<u>108,627</u>
<b>NET ASSETS</b>		<u>182,891</u>		<u>108,627</u>
<b>OTHER INCOME FUNDS</b>		<u>182,891</u>		<u>108,627</u>
		<u>182,891</u>	£	<u>108,627</u>

These financial statements were approved on behalf of the Trustees on

John Broad

John Broad  
Chairman

and signed by:

R H Ball

R H Ball  
Honorary Treasurer

## Buckinghamshire Record Society

Notes to the accounts for the year ended 31 December 2024

### 1. Accounting Policies

#### a Accounting Convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Reporting Standard applicable to the UK and Republic of Ireland (FRS 102) (effective 2 January 2019)". The Charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity.

#### b Investments

The investments are included at market value at the end of the year. Gains and losses on revaluation of investments are charged or credited to the statement of financial activities.

#### c Fund Accounting

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity. Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or where funds are raised for particular restricted purposes.

#### d Interest Receivable

Investment income is included on an accruals basis.

#### e Grants Receivable

Grants received are included when receivable.

#### f Resources Expended

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. Governance costs are comprised of all costs involving public accountability of the charity and its compliance with regulation and good practice.

### 2. Remuneration and Benefits of Trustees

None of the trustees received any remuneration or benefits from the Society.

### 3. Independent Examiner's Remuneration

The amount payable to the Independent Examiner is £396 including VAT.

### 4. Investment Assets

Market value at 1 January 2024	65,746
add movement on Valuation	<u>4,744</u>
Market value at 31 December 2024	<u>£70,490</u>
Original cost at the end of the year	£20,340

	Market value	% of Society's assets
COIF Charities Investment Fund accumulation shares	£52,123	28.50%
M & G Recovery Fund accumulation shares	£18,367	10.04%

### 5. Debtors

	at 31 December 2024	at 1 January 2024
Accrued Income	<u>£249</u>	£144

### 6. Creditors

Accruals	486	360
Funds deposited with Society	<u>485</u>	<u>485</u>
	<u>£971</u>	<u>£845</u>

### 7. Analysis of Funds

General Fund	158,590	85,079
Records Purchase Fund	<u>24,373</u>	<u>23,548</u>
	<u>£182,963</u>	<u>£108,627</u>

### 8. Records Purchase Fund

The fund was set up to enable the Society to have funds available to meet the costs of any historic records that become available which would be of benefit to the objects of the Society.

### 9. Related Party Transactions

All trustees are members of the Society and paid the annual subscription of £15.

## **Buckinghamshire Record Society**

**Year ended 31 December 2024**

### **NOTES**

#### **Records Purchase Fund - interest allocation**

H & R at varying interest rates:

1 Jan 24 to 23 Aug 24	23623 @4.05%	581.28
24 Aug 24 to 21 Sep 24	23623 @ 3.8%	71.13
22 Sep 24 to 28 Nov 24	23564 @3.8%	155.29
29 Nov 24 to 31 Dec 24	23564 @ 3.6%	76.70
		884.39

Bank etc account balances at 31 December 2024

Natwest Current account	1,430
Hinckley & Rugby BS	108,209
Paypal	<u>275</u>
	<u>109,914</u>



**Buckinghamshire Record Society**  
**Independent Examiner's Report to the trustees on the accounts**  
**for the year ended 31 December 2024**

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The report covers the accounts for the year ended 31 December 2024 as set out in the following pages.

**Respective responsibilities of trustees and examiner**

The trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed.

It is our responsibility to

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act and
- to state whether particular matters have come to my attention

**Basis of Independent Examiner's report**

Our examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a true and fair view and the report is limited to the matters set out in the statement below.

**Independent Examiner's Report**

We have completed our examination and confirm that no material matters have come to our attention in connection with the examination which gives us cause that in any material respect

- the accounting records were not kept in accordance with Section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

We 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.



David Griffiths and Co  
3 Church Street  
Aylesbury  
HP20 2QP