



## Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	01	2020		31	12	2020

### Section A Reference and administration details

**Charity name**

BEXLEY CIVIC SOCIETY

**Other names charity is known by**

Not Applicable

**Registered charity number (if any)**

263602

**Charity's principal address**

Current Hon Secretary Address: Sue Roots

88 Hill Crescent

Bexley, KENT

**Postcode**

DA5 2DB

### 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	H Marriner	Chairman		Members at AGM
2	R.Hubbard	Treasurer		
3	S Roots	Hon Secretary		
4	L.Hubbard	Social & Education		
5	E Sadler	Membership/Publicity		
6	K Chamberlain	Planning		
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

Name	Dates acted if not for whole year
Not Applicable	N/A


### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Not Applicable	N/A	N/A

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

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	BEXLEY CIVIC SOCIETY CONSTITUTION Held Hardcopy and Soft Copy on the Society's Website, Latest Edition 2015
How the charity is constituted (eg. trust, association, company)	A Society with elected Officers and an Executive Committee (Trustees)
Trustee selection methods elected by)	<p>Para 7/9. Taken from the Society's Constitution:</p> <p><b>7. Meetings</b></p> <p>An AGM shall be held within the first five months of each year to receive the Executive's report and approved accounts, and to elect Officers and Members of the Executive to vacancies left by retiring members. At least fourteen days notice must be given of an AGM or Special General Meeting ('SGM').</p> <p><b>9. Executive Committee</b></p> <p>The Executive Committee ('the Executive') shall be responsible for the management and administration of the Society and shall consist of the Officers and at least four individual elected members. The Executive shall also be the Trustees responsible for the financial management of the Society. A quorum shall consist of at least five members including at least one Officer. Elected Executive non-Officer members shall serve for one year only but may offer themselves for re-election. The Executive shall have the power to co-opt members of the Society for special purposes. The Executive shall meet at least four times a year.</p>

## Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- ☐ policies and procedures adopted for the induction and training of trustees;
- ☐ the charity's organisational structure and any wider network with which the charity works;
- ☐ relationship with any related parties;
- ☐ trustees' consideration of major risks and the system and procedures to manage them.

Present at Executive meetings are:  
Chairman of the Membership and Publicity Committee  
Chairman of the Planning and Conservation Committee  
Chairman of the Social and Education Committee

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

Para 3 & 4. Taken from the Society's Constitution:

#### 3. Objectives

The Society is established for the public benefit and for the following purposes in the area administered by Bexley Council:

- (a) To stimulate public interest in the area;
- (b) To promote high standards of planning and architecture;
- (c) To secure the preservation, protection, development and improvement of features of natural, historic and public interest;
- (d) To provide educative experiences within the Borough and for Society members.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

#### **4. Powers**

In furtherance of the said purposes, but not otherwise, the Society shall, through the Executive Committee ('the Executive'), have the following powers:

- (a) To act as a co-ordinating body and to co-operate with local and other relevant statutory authorities, government departments and bodies, committees, voluntary organisations, and persons having aims similar to those of the Society;
- (b) To promote research into subjects connected with the objectives of the Society;
- (c) To hold meetings, lectures, exhibitions, and to publish papers, reports, results of research and other literature;
- (d) To make surveys and prepare maps and plans and collect information in relation to any place, erection, building or features of beauty, natural or historic interest within the area;
- (e) To educate public opinion and to give advice and information;
- (f) To receive funds and receive contributions from any person or persons whatsoever by way of subscription, donation or otherwise: any sum so received to be applied solely in meeting the expenses incurred in promoting the aims of the Society;
- (g) To do all other things necessary for the attainment of the said purposes.

## Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- ☐ policy on grantmaking;
- ☐ policy programme related investment;
- ☐ contribution made by volunteers.

Para 6 Taken from the Society's Constitution:

### 6. Subscriptions

Annual subscriptions shall be those agreed at the Annual General (AGM). Subscriptions shall become due on 1st January each year, and any members joining before 1st October shall pay the full current annual subscription; any joining on or after 1st October shall pay an annual subscription valid until 31st December of the following year. No member shall have power to vote at any meeting of the Society if his or her subscription is in arrears at the time.

## Section D Achievements and performance

### **Chairman's Report for 2020**

Whilst the year under review and the plans of the various Civic Society Committees were disrupted by the Coronavirus Pandemic, efforts were made to continue the tasks allocated to the Committees as detailed in their Reports. Members of the Executive Committee have remained in contact and we have held meetings within the restrictions imposed by the Government. As we slowly return to some form of normality, Linda Hubbard has commenced planning events for the remainder of 2021 and into 2022 including a visit to Pashley Manor Gardens, Wadhurst on 6 July 2021 and our Summer coach trip to Dunfermline in Scotland with overnight stops en-route in Yorkshire in September 2021 that is fully booked. This is in replacement of the originally planned trip to Croatia. It is hoped to arrange a boat trip on the River Thames in October 2021 and a Cheese and Wine Party in November and, looking further ahead, visits to Scarborough and Shrewsbury in 2022.

Unfortunately, the Covid Restrictions did not permit us to celebrate the 50<sup>th</sup> Anniversary of the Civic Society – the Inaugural Meeting having been held at Erith Town Hall on 6 May 1971 – so it has been decided to combine the 50<sup>th</sup> Anniversary Commemoration with our 2021 Christmas Lunch at Brocket Hall near Welwyn Garden City. Invitations will be sent out to members in late summer and early bookings are requested for what will be a memorable occasion.

We welcomed Sarah Witney as the Chair of Planning, Conservation and Environment Committee in place of Ken Chamberlain who will remain a member of the Executive Committee.

Betty Sadler has kindly agreed to extend as Chair of the Civic Society's Social and Education Committee for a further year and Sue Roots has continued as our Honorary Secretary. As Membership numbers have declined to 256 I would request that efforts be made to introduce the Society to your friends in order to increase membership numbers.

I take this opportunity to thank members for their continued support and every good wish for the next year and into 2022.

*Howard Marriner*  
Chairman

## Section E Financial review

## Section D

## Achievements and performance

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The Society does not at present have a reserves policy

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- ☐ the charity's principal sources of funds (including any fundraising);
- ☐ how expenditure has supported the key objectives of the charity;
- ☐ investment policy and objectives including any ethical investment policy adopted.

By Membership Fees and Social Events.

## Section F

## Other optional information

No other optional Information to add

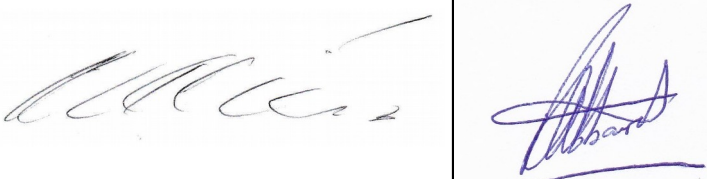
## Section G

## Declaration

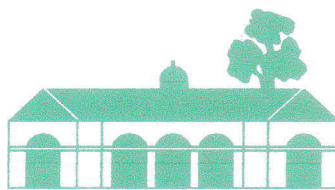
The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Two handwritten signatures in blue ink are shown side-by-side within a rectangular box. The signature on the left is a cursive 'M', and the signature on the right is a cursive 'A'.

<b>Full name(s)</b>	Howard Marriner	Raymond Albert Hubbard
<b>Position (eg Secretary, Chair, etc)</b>	Chairman	Treasurer
<b>Date</b>	20th August 2021	



## Bexley Civic Society

### Final Accounts 2020

#### Balance Sheet

31-Dec-20

Assets		Liabilities	
<b>Bank Accounts</b>	<b>£30,320.95</b>	<b>Capital</b>	<b>£29,540.11</b>
HSBC - Current Account	£5,320.18	Surplus B/Fwd from Previous Years	£29,540.11
HSBC - Business Money Manager	£0.77		
HSBC - BMM E-Saver	£0.00		
Santander	£0.00	<b>Sundry Creditors</b>	<b>£0.00</b>
Virgin Money	£25,000.00	<b>Deferred Items 2021 - See attached</b>	<b>-£200.00</b>
		<b>Surplus/Deficit</b>	<b>£980.84</b>
		Income & Expense (Surplus/Deficit)	£446.31
		Events Income (Surplus/Deficit) -See attached	£534.53
<b>Total Assets</b>	<b>£30,320.95</b>	<b>Total Liabilities</b>	<b>£30,320.95</b>

#### Income & Expense

Income	2019	2020	Expense	2019	2020
Memberships	£1,902.00	£1,599.00	Duplicating & Printing	£1,382.45	£607.69
Covenants	£32.05	£32.05	Affiliations	£118.00	£58.00
			Insurance	£245.81	£245.81
<b>Sub Total</b>	<b>£1,934.05</b>	<b>£1,631.05</b>	Interest/Fees Paid	£0.00	£0.00
			Bank Charges	£0.00	£0.00
Interest Received	£224.43	£122.83	Hall/Equipment Hire	£120.00	£0.00
Donations Received	£9.00	£6.50	Website	£0.00	£121.68
Gift Aid SDS	£0.00	£0.00	Charles Burr Award	£0.00	£0.00
Gift Aid	£344.89	£323.15	Peter Barnes Prize	£106.00	£0.00
Sale of Maps/Walks	£137.00	£30.00	Sundry Expense	£60.00	£54.50
Sundry Income	£100.00	£0.00	<b>Expense Claims</b>	<b>£544.01</b>	<b>£579.54</b>
<b>Income Total</b>	<b>£2,749.37</b>	<b>£2,113.53</b>	Telephone	£0.00	£0.00
			Postage	£185.01	£544.29
			Stationery/Photocopying	£197.15	£35.25
			Travel	£161.85	£0.00
			Other	£0.00	£0.00
			<b>Sub Total</b>	<b>£2,576.27</b>	<b>£1,667.22</b>
			Purchase of Maps/Walks	£0.00	£0.00
			Donations Paid	£0.00	£0.00
			Hall Place - Hedge Planting	£3,250.00	£0.00
			Alcock & Brown Centenary Project	£2,911.85	£0.00
			<b>Expense Total</b>	<b>£8,738.12</b>	<b>£1,667.22</b>
<b>Events Income</b>	<b>£112,638.10</b>	<b>£36,194.30</b>	<b>Events Expense</b>	<b>£114,731.06</b>	<b>£35,659.77</b>
<b>Total</b>	<b>£115,387.47</b>	<b>£38,307.83</b>	<b>Total</b>	<b>£123,469.18</b>	<b>£37,326.99</b>
			<b>Surplus/Deficit</b>	<b>-£8,081.71</b>	<b>£980.84</b>

Prepared by:  
Raymond Hubbard  
Treasurer

Examined By:





# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

**Report to the trustees/ members of**

Charity Name  
Bexley Civic Society

**On accounts for the year ended**

31<sup>st</sup> December 2020

**Charity no (if any)**

263602

**Set out on pages**

1/2 member to include the page numbers of additional sheets)

**Respective responsibilities of trustees and examiner**

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

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

**Basis of independent examiner's statement**

My 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 a 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 those matters set out in the statement below.

**Independent  
examiner's  
statement**

In connection with my examination, no matter has come to my attention (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:

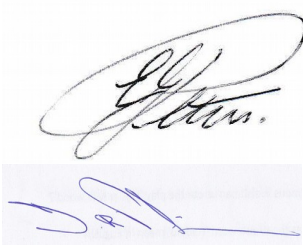
- ☐ to keep accounting records in accordance with section 130 of the Charities Act; and
- ☐ to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**



**Date:** 20<sup>th</sup> August 2021

**Name:** Elizabeth Peters/David Pitman

**Relevant  
professional  
qualification(s) or  
body (if any):**

None

**Address:**

13 Shirley Heights

27 Rowanwood Avenue

Bexleyheath

Sidcup

DA6 8BN

DA15 8WN

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material problems.

**Give here brief details of any items that the examiner wishes to disclose.**

None