

REGISTERED CHARITY NUMBER: 275891

**Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 31 December 2022  
for  
Oxfordshire Family History Society**

Chapman Robinson and Moore Limited  
30 Bankside Court  
Stationfields  
Kidlington  
Oxford  
OX5 1JE

**Oxfordshire Family History Society**

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for the Year Ended 31 December 2022**

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## **Oxfordshire Family History Society**

### **Report of the Trustees for the Year Ended 31 December 2022**

The trustees present their report with the financial statements of the charity for the year ended 31 December 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 2015).

#### **OBJECTIVES AND ACTIVITIES**

The objects of the charity are to advance public education in family history and genealogy primarily within the county of Oxfordshire; index, co-ordinate, publish and make accessible in the interests of genealogy any documents or records relating to the county; to promote the preservation of such documents or records; to encourage the study of genealogy; to assist educationally by lectures or otherwise in records research; and to co-operate with Family History and other societies with similar interests.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

Governing document

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

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

Registered Charity number 275891

#### **PRINCIPAL ADDRESS**

c/o Oxfordshire History Centre  
St. Luke's Church  
Temple Rd, Cowley  
Oxford  
Oxfordshire  
OX4 2HT

#### **TRUSTEES**

M Austen	Chairman
T Emptage	Secretary
C Eldridge	Treasurer (July onwards)
J Beckerleg	Treasurer (January to June)
S Honoré	Editor
S Mattheus	Trustee
J Cramer	Trustee
K Poile	Trustee
A Trueman	Trustee
C Fance	Trustee

Trustees are recruited from the Society's membership and formally appointed at the Society's Annual General Meeting. There is no formal induction policy but new trustees are given support and training to enable them to undertake their work.

The Society's affairs are managed by the Board of Trustees which meets on a monthly basis to plan future activities and consider matters relating to membership and finance.

The charity is not formally part of a wider network and has no subsidiaries. It does co-operate with other organisations that have an interest in family and local history.

## Oxfordshire Family History Society

### Report of the Trustees for the Year Ended 31 December 2022

#### ANNUAL REVIEW

The Society had another successful year – both financially and, more importantly, in its services to the membership with the return of the Annual Fair at Woodstock.

The Society has no employees in 2022 (2021: None) but relies on volunteers to assist in its work including the provision of advice via local libraries. Advisor sessions have restarted at various Oxfordshire libraries and at the Oxfordshire History Centre.

At the end of 2022 there were 1626 members (2021:1622).

Online meetings continue to be well attended and allows the Society to reach members across the World. Face to face meetings resumed at Exeter Hall during the year though numbers were lower than prior to 2020. Looking forward the Society expects to have a full programme which combines online and physical talks.

Alongside this, three journals were published for members. *Exploring Oxfordshire Surnames: People, Places and Lives* (OFHS,2022) was published.

The Society held a fair in Woodstock. It also attended other online events hosted by other family history organisations.

Membership is open to all and the services provided by the Society benefit the public and its understanding of genealogy, family history and local Oxfordshire history. The Trustees have considered this public benefit in accordance with the Charity Commission's published guidance under the Charities Act 2011.

#### FINANCIAL REVIEW

There was a surplus of income over expenditure in 2022 of £7,332 (2021: surplus £15,552). Income from Membership continued in line with 2021; income from royalties was lower than expected.

Income is now derived from four principal sources: membership subscriptions; sales of books, CDs and other research information; royalties from other organisations and investment income.

#### RESERVES POLICY

All of the funds held by the OFHS are unrestricted funds. The Society has reserves as at December 2022 of £322,523 (2019: £315,191). This funding is held to enable the Society to develop its activities and to undertake investment in research or improving support to the membership (e.g. improving the society's website and undertake new projects to improve the availability and knowledge of the society's records to all OFHS members). The reserves are now mainly held in a Charities Aid Foundation (CAF) Fund with Flagstone Investments with projected annual interest earnings for 2023 being £10,000 with a nominal working capital of around 50% of annual turnover held in the bank's current and deposit accounts earning minimal interest.

Having considered its reserves and future income prospects the Trustees consider that the Society is a going concern.

**Oxfordshire Family History Society**

**Report of the Trustees  
for the Year Ended 31 December 2022**

**RISKS**

The Society reviews risks as part of its regular meetings and when considering new activities.

The Society is carrying adequate reserves to cope with most financial problems such as a short term reduction in membership numbers or less successful events.

The work of the Society could be disrupted by external events (such as a pandemic) and, over a longer timescale, a shortage of trustees to continue to lead the Society.

The OFHS trustees will look at further future projects to enhance the resources available to OFHS membership provided that there remains sufficient number of volunteers to project manage these new projects.

**BANKERS**

Barclays Bank UK PLC  
Barclays  
Leicester  
LE87 2BB

Flagstone Group Ltd  
1st Floor Clareville House  
27 Oxendon Street  
London  
SW1Y 4EL

**INDEPENDENT EXAMINER**

T.K. Hobbs, FCCA  
Chapman Robinson and Moore Limited  
30 Bankside Court  
Stationfields  
Kidlington  
Oxford  
OX5 1JE

Approved by order of the board of trustees on 12/4/23 and signed on its behalf by:



: Trustee



## **Oxfordshire Family History Society**

### **Independent examiner's report to the trustees of Oxfordshire Family History Society**

I report to the charity trustees on my examination of the accounts of the Oxfordshire Family History Society (the Trust) for the year ended 31 December 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 confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

T.K. Hobbs

FCCA

Chapman Robinson and Moore Limited

30 Bankside Court

Stationfields

Kidlington

Oxford

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Date 06.04.23

**Oxfordshire Family History Society**

**Statement of Financial Activities  
for the Year Ended 31 December 2022**

	Notes	2022 £	2021 £
INCOME FROM			
Charitable activities - Membership fees		17,245	18,008
Donations, legacies and royalties		18,767	24,145
Other trading activities	2	15,795	12,441
Investment income	3	3,523	29
Total		<u>55,330</u>	<u>54,623</u>
EXPENDITURE ON			
Raising funds		10,323	2,480
Charitable activities		37,675	36,592
Total		<u>47,998</u>	<u>39,071</u>
NET INCOME / (EXPENDITURE)		7,332	15,552
RECONCILIATION OF FUNDS			
Total funds brought forward		315,191	299,639
TOTAL FUNDS CARRIED FORWARD		<u>322,523</u>	<u>315,191</u>

The notes form part of these financial statements

# Oxfordshire Family History Society

## Balance Sheet

At 31 December 2022

	Notes	31/12/2022 £	31/12/2021 £
CURRENT ASSETS			
Cash at bank	5	26,097	318,378
Flagstone Savings	5	303,174	-
Debtors	6	4,660	5,191
Stock	7	-	-
CURRENT ASSETS		<u>333,930</u>	<u>323,569</u>
CURRENT LIABILITIES			
Creditors falling due within one year	8	<u>11,407</u>	<u>8,378</u>
CURRENT LIABILITIES		<u>11,407</u>	<u>8,378</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>322,523</u>	<u>315,191</u>
NET ASSETS		<u>322,523</u>	<u>315,191</u>
FUNDS			
Unrestricted funds		<u>322,523</u>	<u>315,191</u>
TOTAL FUNDS		<u>322,523</u>	<u>315,191</u>

The financial statements were approved by the Board of Trustees on 2/5/2023 and were signed on its behalf by:



C Eldridge -Trustee



M Austen -Trustee

The notes form part of these financial statements



Notes to the Financial Statements  
for the Year Ended 31 December 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 2015)', 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.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**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.

**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. The Society has no restricted funds.

**Key Judgements and Assumptions**

The Society has made judgements about the likelihood of members continuing to take out subscriptions, of continuing sale and ongoing income from royalties. It has estimated outstanding creditors and debtors based on the latest information available. It has formed a view about the adequacy of reserves in the context of planned committed expenditure.

**2. OTHER FUNDRAISING ACTIVITIES**

	2022 £	2021 £
Fundraising events	760	0
Sundry receipts	0	0
Sales (books, CD/fiche, searches)	15,035	12,441
	<u>15,795</u>	<u>12,441</u>

**3. INVESTMENT INCOME**

Interest includes £3100 accrued interest as of 31st December 2022 within Flagstone Investments

	2022 £	2021 £
Deposit account interest (actual and accrued)	<u>3,523</u>	<u>29</u>

## Oxfordshire Family History Society

### Notes to the Financial Statements - continued for the Year Ended 31 December 2022

#### 4. TRUSTEES' REMUNERATION AND BENEFITS

There were trustees' expenses of £3,314 paid for the year ended 31 December 2022 (2021: £3,181). These relate to travel expenses and miscellaneous costs incurred on behalf of the Society. Nine Trustees received payment including one who stepped down at the AGM in 2022.

#### 5. CASH AND CASH EQUIVALENTS

	2022	2021
	£	£
Cash in hand (Current and Deposit accounts)	26,097	318,378
Cash equivalents (Long-term savings accounts)	303,174	0
	<u>329,271</u>	<u>318,378</u>

#### 6. DEBTORS

The Society receives income from other organisations in the form of sponsorship. The debtors shown reflect the amount due to be paid in respect of 2022 royalties.

	2022	2021
	£	£
Trade Debtors	4,660	5,191
Other Debtors	0	0
	<u>4,660</u>	<u>5,191</u>

#### 7. STOCK

The Society holds a limited number of publications and CDs for resale. Book sales increased with the publication of the Surnames book. CDs production costs, once the information has been prepared, are minimal and so the cost of CDs is minimal. For these reasons the Society has taken a prudent view to value its stock as nil (2021:Nil).

#### 8. CREDITORS

Creditors at the year end relate to royalty payments owing and membership fees paid before 1 January 2023.

	2022	2021
	£	£
Trade Creditors	8,296	8,378
Other Creditors	3,112	0
	<u>11,407</u>	<u>8,378</u>

#### 9. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2022..

#### 10. PUBLIC BENEFIT ENTITY

The Society is a Public Benefit Entity.