

REGISTERED CHARITY NUMBER: 275891

**Report of the Trustees and
Unaudited Financial Statements
for the year ended 31 December 2023
for
Oxfordshire Family History Society**

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

Oxfordshire Family History Society

**Contents of the Financial Statements
for the Year Ended 31 December 2023**

	Page
Report of the Trustees	1-5
Independent Examiner's Report	6
Statement of Financial Activities	7
Balance Sheet	8
Notes to the Financial Statements	9-12

Oxfordshire Family History Society

Report of the Trustees for the Year Ended 31 December 2023

The trustees present their report with the financial statements of the charity for the year ended 31 December 2023. 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) and with the Charities Act 2011.

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

Oxfordshire Family History Society

Report of the Trustees (continued) for the Year Ended 31 December 2023

TRUSTEES

M Austen	Chair
C Eldridge	Treasurer
S Honore	Editor
K Poile	Secretary (appointed on 26 June 2023)
S Mattheus	Membership Secretary
J Cramer	Trustee
W Lancaster	Trustee (appointed on 1 February 2023)
A Ramon	Trustee (appointed on 1 February 2023)
A Trueman	Trustee
T Emptage	Secretary (resigned on 26 June 2023)

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 (continued) for the Year Ended 31 December 2023

ANNUAL REVIEW

2023 saw the undertaking of a new major project BOND which will continue into 2024. This will require a significant portion of the the charity's assets but will ensure a digital future for our records.

The Society had no employees in 2023 (2022: None) but relies on volunteers to assist in its work including the provision of advice via local libraries.

At the end of 2023 there were 1,578 members (2022:1,626).

Online and hybrid meetings were well attended and well received by our members. The online and hybrid meetings meant that the Society could reach members across the world which was a real bonus. Some 20 talks were held during the year.

Alongside this, three journals were published for members. Monthly email news updates were also sent out to members to keep them abreast of more immediate events.

The Society did not hold its annual fair due to the unavailability of a suitable venue. It attended other actual 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 2023 of £10,532 (2022: surplus £7,332). Income from Membership is slightly down on 2022; income from royalties were similar to 2022. Investment income has been boosted by high interest rates.

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

Oxfordshire Family History Society

Report of the Trustees (continued) for the Year Ended 31 December 2023

RESERVES POLICY

All of the funds held by the OFHS are unrestricted funds. The Society has reserves as at December 2023 of £333,055 (2022: £322,523). 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 2024 being £10,700 with a nominal working capital of around 20% 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 and expect that it will be able to pay all its debts within the next 12 months.

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.

Oxfordshire Family History Society

**Report of the Trustees (continued)
for the Year Ended 31 December 2023**

BANKERS

Barclays Bank UK PLC
Barclays
Leicester
LE87 2BB

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 **8 May 2024** and signed on its behalf by:



CHARLES ELDRIDGE
{name of trustee to be inserted}

Oxfordshire Family History Society

Independent examiner's report to the trustees of the 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 2023.

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.

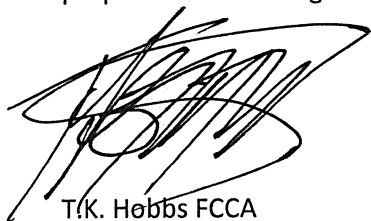
I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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
OX5 1JE

8 May 2024

Oxfordshire Family History Society

**Statement of Financial Activities
for the Year Ended 31 December 2023**

	Notes	2023 £	2022 £
Charitable activities - Membership fees		16,161	17,245
Donations, legacies and royalties		19,267	18,767
Other trading activities	2	8,946	15,795
Investment income	3	12,061	3,523
Total		<u>56,435</u>	<u>55,330</u>
EXPENDITURE ON			
Raising funds		3,695	10,323
Charitable activities		42,208	37,675
Total		<u>45,903</u>	<u>47,998</u>
NET INCOME / (EXPENDITURE)		10,532	7,332
RECONCILIATION OF FUNDS			
Total funds brought forward		322,523	315,191
TOTAL FUNDS CARRIED FORWARD		<u>333,055</u>	<u>322,523</u>

The notes form part of these financial statements

Oxfordshire Family History Society

Balance Sheet

Aa at 31 December 2023

	Notes	31/12/2023 £	31/12/2022 £
INTANGIBLE FIXED ASSETS			
Online database	5	<u>21,600</u>	<u>-</u>
CURRENT ASSETS			
Cash at bank	6	5,857	26,097
Flagstone Savings	6	307,544	303,174
Debtors	7	4,819	4,660
Stock	8	<u>-</u>	<u>-</u>
		<u>318,220</u>	<u>333,930</u>
CURRENT LIABILITIES			
Creditors falling due within one year	9	<u>6,765</u>	<u>11,407</u>
		<u>6,765</u>	<u>11,407</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>333,055</u>	<u>322,523</u>
NET ASSETS		<u>333,055</u>	<u>322,523</u>
FUNDS			
Unrestricted funds		<u>333,055</u>	<u>322,523</u>
TOTAL FUNDS		<u>333,055</u>	<u>322,523</u>

The financial statements were approved by the Board of Trustees on 8 May 2024
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 2023**

1. ACCOUNTING POLICIES

There were trustees' expenses of £3,032 paid for the year ended 31 December 2023 (2022: £3,314). 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)' and with the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

a) 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.

b) 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.

c) Taxation

The charity is exempt from tax on its charitable activities.

d) 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.

Oxfordshire Family History Society

Notes to the Financial Statements - continued for the Year Ended 31 December 2023

1. ACCOUNTING POLICIES (continued)

e) Intangible fixed assets

The online database is capitalised at cost. The cost will be written off on a straight line basis once brought into use.

f) 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

	2023	2022
	£	£
Fundraising events	-	760
Sundry receipts	-	-
Sales (publications, CD/fiche, searches)	8,946	15,035
	<u>8,946</u>	<u>15,795</u>

3. INVESTMENT INCOME

	2023	2022
	£	£
Deposit account interest	<u>12,061</u>	<u>3,523</u>

Oxfordshire Family History Society

Notes to the Financial Statements - continued for the Year Ended 31 December 2023

4. TRUSTEES' REMUNERATION AND BENEFITS

There were trustees' expenses of £3,032 paid for the year ended 31 December 2023 (2022: £3,314). These relate to travel expenses and miscellaneous costs incurred on behalf of the Society. Five Trustees received payment (nine in 2022).

5. INTANGIBLE FIXED ASSETS	2023	2022
	£	£
Cost		
Online database - additions in year	<u>21,600</u>	<u>-</u>
Amortisation		
Charge for year	<u>-</u>	<u>-</u>
Net book value	<u>21,600</u>	<u>-</u>

6. CASH AND CASH EQUIVALENTS

	2023	2022
	£	£
Cash in hand (Current and Deposit accounts)	5,857	26,097
Cash equivalents (Long-term savings accounts)	<u>307,544</u>	<u>303,174</u>
	<u>313,401</u>	<u>329,271</u>

7. 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 2023 royalties and monies not paid in from fairs attended in 2023.

	2023	2022
	£	£
Trade Debtors	4,579	4,660
Other Debtors	<u>240</u>	<u>-</u>
	<u>4,819</u>	<u>4,660</u>

Oxfordshire Family History Society

Notes to the Financial Statements - continued for the Year Ended 31 December 2023

8. STOCK

The Society holds a limited number of publications and CDs for resale. Book sales are declining with the introduction of digitised alternatives. 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 (2022: £Nil).

9. CREDITORS

Creditors at the year end relate to royalty payments owing and membership fees paid before 1 January 2024.

	2023	2022
	£	£
Trade Creditors	3,617	8,296
Other Creditors	3,148	3,112
	<u>6,765</u>	<u>11,407</u>

10. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2023 or for the previous year.

11. PUBLIC BENEFIT ENTITY

The Society is a Public Benefit Entity.