

# The Harpenden Society

Registered Charity Number 278154

## Report of the Trustees and Financial Statements for the Year Ending 31st December 2022

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## **1. REPORT OF THE TRUSTEES**

The Trustees present their report with the financial statements of the charity for the year ending 31<sup>st</sup> December 2022.

## **2. OBJECTS AND ACTIVITIES**

The Society is established for public benefit for the following charitable purposes in Harpenden and its environs (the Local Area):

1. to stimulate public interest in the Local Area
2. to promote high standards of planning, architecture and environmental quality.
3. to encourage the initiation, preservation, development and improvement of features which contribute to pleasing and convenient conditions in which to live and work, or which are of historical or local interest.
4. to pursue these Objects by means including but not limited to awards, competitions, meetings, exhibitions, lectures, publications and promotion of schemes, directly or in co-operation with other individuals or local or national authorities or organisations.

The Society may not acquire real estate or engage in property management.

The Society shall have no political or religious affiliations or engage in activities which prejudice its charitable status.

## **3. ACTIVITIES & PERFORMANCE**

The Society has nine task groups, each led by a convener on the committee who is supported by a network of Society members with interest and expertise in the respective issues.

These are:

1. Community Safety: e.g. police matters, neighbourhood watch, fire service
2. Environmental Issues: e.g. pollution issues, recycling, refuse collection, etc.
3. Arts, Leisure & Entertainment
4. Sports
5. Transport: e.g., trains, buses, taxis, air traffic, traffic control, parking
6. Health and Social Welfare: e.g., general practices, hospitals, public health matters, day and residential care, etc.
7. Education: e.g., schools, leisure and sports facilities, access to footpaths and countryside, civic halls, entertainment & arts
8. Built Environment: e.g., planning, housing, design and layout of buildings, street furniture, civic gardens, road maintenance, etc.
9. Economic Activity: e.g., shopping and commercial services, state of the High Street, companies located in Harpenden, business and work opportunities.

However, due to limited committee resources the Society has recently decided to focus its efforts on the following areas: – Built Environment, Environment, Health, Transport and Economic Activity.

The Society achieves its objectives as listed in paragraph 2 by holding public meetings of topics on interest, by publishing a quarterly newsletter, by having a regularly updated website, by sending regular emails to members and by issuing annual awards. All of the activities listed are designed to increase public awareness of issues which the Society considers are important to Harpenden residents.

### **3.1. Public Meetings**

The Society held its AGM on the 21st April 2022 followed by a talk by Dr Abigail Whitehouse, one of the country's leading researchers in respiratory medicine, on Air Pollution & Health. The legacy of the Covid pandemic has made it difficult to arrange public meetings in 2022 but the Society is now hoping to restart our meetings covering a range of topics of local interest in the Spring of 2023.

### **3.2. Newsletters**

The Society publishes a quarterly newsletter containing topics of local interest to the residents of Harpenden.

Copies of the newsletter can be found at this [address](#)

### **3.3. Websites**

The Society publishes three websites containing topics of interest to members and Harpenden residents in general, The websites are:

<https://www.harpendensociety.org> the website of the Society covering topics of interest

<https://www.volunteerforharpenden.org.uk> - a website containing the volunteering opportunities from over 30 local Harpenden organisations.

<https://connectingharpenden.org.uk> - Connecting Harpenden is a website enabling anyone to find out which groups, clubs and services are available in Harpenden. The contact details of over 400 organisations are listed on the website. Connecting Harpenden was set-up initially by a group of Harpenden Society and Harpenden Trust members with financial support provided by the Harpenden Trust and the locality budget from County Councillor Mrs Theresa Heritage. However, the website is now being run by the Harpenden Society.



### **3.4. Awards**

The Society awards annual prizes to buildings or site developments in Harpenden that are considered by the award committee to have:

1. Been completed in the year ending December 2022
2. Have architectural merit
3. Contribute a benefit to the town's residents

The Society has three award categories

1. The prestigious Harpenden Society Plaque
2. Certificates of Merit
3. Letters of Commendation

The 2022 awards have still to be decided but the following buildings have been nominated - Corner Hall, the old Nat West building (now Gail's), Station House and the new playgrounds.

## **4. CHARITABLE STATUS & PUBLIC BENEFIT**

The Harpenden Society exists for everyone who appreciates the richness of life in Harpenden and wants to ensure that the town remains a green and pleasant place in which to live, work or visit.

The Society was founded in 1930, is a registered Charity (278154), and currently has over 700 members, and a very active executive committee and a number of subcommittees or task groups to deal with particular activities or campaigns.

One of the main activities of the Society is to review all major proposed planning developments in the Town and raise objections to those that the Society considers are detrimental to the wellbeing of the Town.

## **5. MEMBERSHIP**

The Society currently has 495 memberships covering 761 names (some memberships are family memberships which cover two names). In addition to the members 24 local organisations receive our complimentary newsletters (16 Schools, Town Council, Library, Herts Archives, 3 Local papers, Lea Springs & St Albans Civic Society).

## **6. TREASURER'S REPORT ON THE ACCOUNTS TO 31 DECEMBER 2022**

The Society earned an overall surplus for 2022 of £18,155.83 compared to a surplus of £2,036.08 in 2021.

During the year, the society benefited from two legacies each of £10,000, one of which was mentioned in the 2021 report. A small additional residual legacy was also listed in one of these wills so I would expect a small further legacy to be received in 2023. These legacies have been allocated to a newly formed and designated Civic Development Fund which is unrestricted in nature whilst specific as to its purpose. As there were no

restrictions in the wills governing these bequests, trustees will meet to discuss how the funds could be used to further the aims and objectives of the Society in the longer term. The committee has already decided to donate £2,000 of this fund to LADACAN as a contribution to their legal expenses in their continuing battle against Luton Airport expansion. It has also recently been decided by the committee that the fund would pay for a transport study being undertaken by the University of Hertfordshire and this is expected to cost £2,000+.

Other income was down by £384 due to a reduction in membership.

Other expenditure was up by £1,496. The newsletter continues to grow and cost an extra £580. The AGM was held on-line so had no cost, but public meetings were able to be held which incurred additional costs of £190. Prompted by our falling membership, an additional £600 was spent on Advertising & Promotion and other publications.

As a charity with a considerable range of activities, the Society aims to hold sufficient liquid reserves in the unrestricted Accumulated Fund to cover up to twelve month's expenditure of a non-discretionary nature. In framing this policy, trustees are mindful of establishing the correct balance between financial prudence and properly expending funds raised for the Society's charitable objectives.

At 31 December 2022, the unrestricted Accumulated Fund balance (after transfers) at £20,143 is more than in line with that required by this Financial Reserves policy and the Society is therefore in a strong financial position.

## **7. STRUCTURE GOVERNANCE AND MANAGEMENT**

### **7.1. Governing Document**

The charity is controlled by its constitution which was adopted in October 2017.

### **7.2. Organisational Structure and Management**

The current correspondence address is c/o 71 Alzey Gardens, Harpenden, Herts, AL5 5SY

Trustees are appointed and re-appointed at the Annual General Meeting as required by the constitution.

### **7.3. Risk Management**

The trustees have a duty to identify and review the risks to which the Society is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The trustees regularly examine the principal areas of the Society's operations and consider the major risks faced in each of these areas:

1. Funding of the charity's operations (mainly newsletters and hiring of public meeting venues). This funding is obtained mainly from members' subscriptions.
2. Recruitment of new trustees and succession planning for key personnel

## **8. REFERENCE & ADMINISTRATIVE DETAILS**

Registered Charity Number 278154

### **8.1. Principal Address**

71 Alzey Gardens  
Harpenden  
Herts  
AL5 5SY

### **8.2. Principal officers**

Jeffrey Kyndon Phillips - Chairman  
Harry Stalker Downie - Treasurer  
Robert Fletcher - Secretary

### **8.3. Trustees**

Alan Richard Bunting  
Ronald James Taylor  
Karl Wingfield

## **9. TRUSTEES RESPONSIBILITY STATEMENT**

The trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the constitution requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure of the charity for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.



The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of trustee on 13<sup>th</sup> March 2023 and signed on its behalf by:

Robert Fletcher  
Secretary  
The Harpenden Society  
4<sup>th</sup> April 2023



#### **10. INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE HARPENDEN SOCIETY**

I report on the accounts of the Harpenden Society for the year ended 31st December 2022 which are set out on pages 1 and 2 of the attached financial statement. I can also confirm that the contents of the Trustees Annual Report are consistent with the financial data in the accounts.

##### **10.1. Respective responsibilities of Trustees and Examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that neither an audit nor an independent examination is required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) but, in the interests of good governance, an independent examination should be conducted as though it were required.

It is my responsibility to:

- a) examine the accounts prepared pursuant to section 145 of the 2011 Act
  - b) 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 Independent Examiner's Report to the Trustees of the Harpenden Society
- and
- c) to state whether particular matters have come to my attention.

## **10.2. Basis of Independent Examiner's Report**

My examination was carried out in accordance with the 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 you as 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.

## **10.3. Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

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

- a) to keep accounting records in accordance with section 130 of the 2011 Act; and
- b) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

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

I can also confirm that the contents of the Trustees Annual Report are consistent with the financial data in the accounts.

Nicholas John Bristow, Chartered Accountant

5 Tuffnells Way,

Harpenden AL5 3HJ

3<sup>rd</sup> April 2023

END OF DOCUMENT



**The Harpenden Society**  
**Income and Expenditure Account**  
**for the 12 months to**  
**31st December 2022**

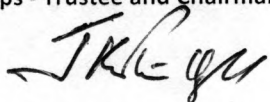
		Unrestricted Funds		
		Accumulated	Civic Dev	Total
		Fund	Fund	Year to
		£		31/12/2021
				£
<b>INCOME</b>				
	Subscriptions and donations	4,516.79		4,516.79
	Legacies	20000.00		20,000.00
	Interest received	66.35		66.35
	Gift aid refund	927.38		927.38
		25,510.52	0.00	25,510.52
				5,894.35
<b>EXPENDITURE</b>				
	Newsletters	1,991.12		1,991.12
	Other Publications	406.80		406.80
	Public Meetings	195.10		195.10
	Economic Activity	130.20		130.20
	AGM expenses	0.00		0.00
	School Arts competition	781.83		781.83
	The Harpenden plaque	251.27		251.27
	<u>Donations, gratuities and gifts</u>			0.00
	Harpenden in Bloom	192.00		192.00
	Subscriptions to other societies	40.00	2,000.00	2,040.00
	Without whom award	0.00		0.00
	Jubilee Seat	0.00		0.00
	Advertising & Promotion	807.00		807.00
	Committee Meetings	240.00		240.00
	Office expenses, postage, telephone etc.	115.87		115.87
	Insurance	203.50		203.50
	Depreciation	0.00		0.00
		5,354.69	2,000.00	7,354.69
				3,858.27
<b>TRANSFERS BETWEEN FUNDS</b>		-20,000.00	20,000.00	0.00
<b>Surplus/-Deficit for the period</b>		155.83	18,000.00	18,155.83
				2,036.08
Funds b/f		19,987.53	0.00	19,987.53
Surplus/deficit		155.83	18,000.00	18,155.83
				2,036.08
Funds c/f		20,143.36	18,000.00	38,143.36
				19,987.53

**Balance Sheet**  
31st December 2022

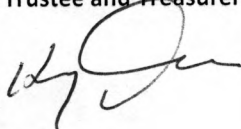
FUNDS	Unrestricted Funds			
	Accumulated Fund	Civic Dev Fund	Total	Year to 31/12/2021
	£	£	£	£
Balance at 1st January 2022	19,987.53	0.00	19,987.53	17,951.45
Surplus/Deficit for the period	155.83	18000.00	18,155.83	2,036.08
	20,143.36	18,000.00	38,143.36	19,987.53
Represented by:				
<b>FIXED ASSETS</b>				
Display boards, etc.	1,551.69		1,551.69	1,551.69
Deduct depreciation	-1,551.69		-1,551.69	-1,551.69
	0.00	0.00	0.00	0.00
<b>CURRENT ASSETS</b>				
Cash on deposit at bank and in hand	38,143.36	0.00	38,143.36	19,987.53
	38,143.36	0.00	38,143.36	19,987.53
<b>CURRENT LIABILITIES</b>				
Subscriptions received in advance	0.00		0.00	0
Inter fund balances	-18,000.00	18,000.00	0.00	0.00
	-18,000.00	18,000.00	0.00	0.00
<b>NET CURRENT ASSETS</b>				
	20,143.36	18,000.00	38,143.36	19,987.53
<b>TOTAL ASSETS</b>				
	20,143.36	18,000.00	38,143.36	19,987.53

The above Income and Expenditure Account were approved by the Trustees and authorised for signature on 15th March 2023 and signed by:

Jeff Phillips - Trustee and Chairman



H Downie - Trustee and Treasurer



## **Independent Examiner's Report to the Trustees of the Harpenden Society**

I report on the accounts of the Harpenden Society for the year ended 31st December 2022, which are set out on pages 1 and 2 above.

### **Respective responsibilities of Trustees and Examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that neither an audit nor an independent examination is required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) but in the interests of good governance that an independent examination should be conducted as though it were required.

It is my responsibility to:

- a) examine the accounts prepared pursuant to section 145 of the 2011 Act
- b) 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 Independent Examiner's Report to the Trustees of the Harpenden Society
- and
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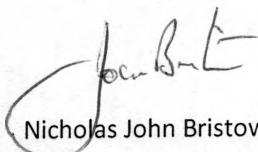
### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the 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 you as 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:

- 1) which gives me reasonable cause to believe that, in any material respect, the requirements:
  - a) to keep accounting records in accordance with section 130 of the 2011 Act; and
  - b) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding accounts to be reached.



Nicholas John Bristow, Chartered Accountant

5 Tuffnells Way, Harpenden AL5 3HJ

~~28th February~~ 2023

3rd April 2023



**The Harpenden Society**  
**Income and Expenditure Account**  
**for the 12 months to**  
**31st December 2022**

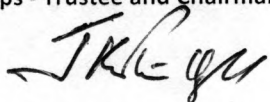
		Unrestricted Funds			
		Accumulated	Civic Dev	Total	Year to
		Fund	Fund		31/12/2021
		£		£	£
<b>INCOME</b>					
	Subscriptions and donations	4,516.79		4,516.79	4,848.80
	Legacies	20000.00		20,000.00	0
	Interest received	66.35		66.35	2.12
	Gift aid refund	927.38		927.38	1,043.43
		25,510.52	0.00	25,510.52	5,894.35
<b>EXPENDITURE</b>					
	Newsletters	1,991.12		1,991.12	1,410.43
	Other Publications	406.80		406.80	0.00
	Public Meetings	195.10		195.10	4.70
	Economic Activity	130.20		130.20	0.00
	AGM expenses	0.00		0.00	538.82
	School Arts competition	781.83		781.83	185.50
	The Harpenden plaque	251.27		251.27	270.58
	<u>Donations, gratuities and gifts</u>			0.00	
	Harpenden in Bloom	192.00		192.00	192.00
	Subscriptions to other societies	40.00	2,000.00	2,040.00	40.00
	Without whom award	0.00		0.00	195.94
	Jubilee Seat	0.00		0.00	336.00
	Advertising & Promotion	807.00		807.00	71.20
	Committee Meetings	240.00		240.00	44.00
	Office expenses, postage, telephone etc.	115.87		115.87	146.26
	Insurance	203.50		203.50	183.91
	Depreciation	0.00		0.00	238.93
		5,354.69	2,000.00	7,354.69	3,858.27
<b>TRANSFERS BETWEEN FUNDS</b>		-20,000.00	20,000.00	0.00	0.00
<b>Surplus/-Deficit for the period</b>		155.83	18,000.00	18,155.83	2,036.08
Funds b/f		19,987.53	0.00	19,987.53	17,951.45
Surplus/deficit		155.83	18,000.00	18,155.83	2,036.08
Funds c/f		20,143.36	18,000.00	38,143.36	19,987.53

**Balance Sheet**  
31st December 2022

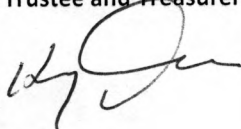
FUNDS	Unrestricted Funds			
	Accumulated Fund	Civic Dev Fund	Total	Year to 31/12/2021
	£	£	£	£
Balance at 1st January 2022	19,987.53	0.00	19,987.53	17,951.45
Surplus/Deficit for the period	155.83	18000.00	18,155.83	2,036.08
	20,143.36	18,000.00	38,143.36	19,987.53
Represented by:				
<b>FIXED ASSETS</b>				
Display boards, etc.	1,551.69		1,551.69	1,551.69
Deduct depreciation	-1,551.69		-1,551.69	-1,551.69
	0.00	0.00	0.00	0.00
<b>CURRENT ASSETS</b>				
Cash on deposit at bank and in hand	38,143.36	0.00	38,143.36	19,987.53
	38,143.36	0.00	38,143.36	19,987.53
<b>CURRENT LIABILITIES</b>				
Subscriptions received in advance	0.00		0.00	0
Inter fund balances	-18,000.00	18,000.00	0.00	0.00
	-18,000.00	18,000.00	0.00	0.00
<b>NET CURRENT ASSETS</b>				
	20,143.36	18,000.00	38,143.36	19,987.53
<b>TOTAL ASSETS</b>				
	20,143.36	18,000.00	38,143.36	19,987.53

The above Income and Expenditure Account were approved by the Trustees and authorised for signature on 15th March 2023 and signed by:

Jeff Phillips - Trustee and Chairman



H Downie - Trustee and Treasurer



## **Independent Examiner's Report to the Trustees of the Harpenden Society**

I report on the accounts of the Harpenden Society for the year ended 31st December 2022, which are set out on pages 1 and 2 above.

### **Respective responsibilities of Trustees and Examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that neither an audit nor an independent examination is required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) but in the interests of good governance that an independent examination should be conducted as though it were required.

It is my responsibility to:

- a) examine the accounts prepared pursuant to section 145 of the 2011 Act
- b) 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 Independent Examiner's Report to the Trustees of the Harpenden Society
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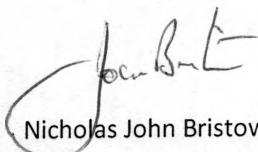
### **Basis of Independent Examiner's Report**

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### **Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that, in any material respect, the requirements:
  - a) to keep accounting records in accordance with section 130 of the 2011 Act; and
  - b) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding accounts to be reached.



Nicholas John Bristow, Chartered Accountant

5 Tuffnells Way, Harpenden AL5 3HJ

~~28th February~~ 2023

3rd April 2023