

ESSEX SOCIETY FOR FAMILY HISTORY

England & Wales · Charity number 290552

Details

Other names E S F H

Status Registered

Legal form Other

Registered 1984-11-26

Register [View on the Charity Commission register](#)

Contact

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Wharf Road
Chelmsford
Essex
CM2 6YT

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Email hontreasurer@esfh.org.uk

Website www.esfh.org.uk

Activities

Objects: (A) TO PROMOTE AND ENCOURAGE THE PUBLIC STUDY OF BRITISH FAMILY HISTORY, GENEALOGY, HERALDRY AND LOCAL HISTORY WITH PARTICULAR REFERENCE TO ESSEX. (B) TO PROMOTE THE PRESERVATION, SECURITY AND ACCESSIBILITY OF ARCHIVAL MATERIAL.

Activities: Collection and transcription of original source material in the Essex Record Office, in Essex churches and churchyards, in Essex parish registers etc. Production of CDs of this material to widen access to these records. Monthly meetings and talks on local and family history at four venues across Essex. Attendance/promotion of Fairs / Open Days at Libraries and similar institutions.

Classification

- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Human Resources, Provides Advocacy/advice/information, Sponsors Or Undertakes Research, Acts As An Umbrella Or Resource Body
- **What:** Education/training, Environment/conservation/heritage
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** ESSEX
- Essex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£28,794	£37,104	-	-
2024-03-31	£30,744	£27,054	-	-
2023-03-31	£29,041	£24,322	-	-
2022-03-31	£30,424	£21,401	-	-
2021-03-31	£28,243	£20,035	-	-

Trustees

Name	Role	Appointed
Andrea Theodora Hewitt	Chair	2018-09-15
Christine Stringer		2024-10-19
Colleen Denise Devenish		2016-09-17
ELIZABETH MARY TAYLOR COX		2013-11-17
Gillian Mary Peregrine		2022-10-15
Jeffrey Frank Porter		2024-10-19
MERYL GLORIA RAWLINGS		2011-11-21
Mandie Adams		2025-10-18
PAUL ROGER STIRLAND		
TONI LORRAINE NEOBARD		2022-10-15
Tanya Simone Sewell		2021-10-16

Accounts



Essex Society for Family History

Member of the Family History Federation
Patron: The Lord Bishop of Chelmsford

Registered Charity No. 290552
www.esfh.org.uk

Trustees Report for AGM October 2025

This year has presented significant challenges for our Society. Last September, as I think most of you will be already aware, we experienced a cyber-attack on our website. We responded swiftly and comprehensively. We immediately notified the Information Commissioners Office (ICO) and consulted with Thin Thread our cyber security support providers. We established an IT Security Group, bringing in new volunteers with specialist expertise. The first priority was to secure our website by transferring it to a highly secure hosting platform which effectively eliminated the threat.

Earlier this year we had streamlined our operations by merging the IT working group and IT security groups into a unified IT committee, which has been remarkably productive. Their first major initiative was the commissioning of a completely new website that would provide enhanced security features and modern functionality for our members. After thorough research we selected Beachshore-the trusted provider for our Family History Federation and many other family history societies, to develop this new website. Catherine Bentley, a new IT communications member and of course Paul Stirland our Web manager, together with many other members, have been instrumental in this project. Whilst we don't yet have a confirmed launch date, we're prioritizing a smooth transition to minimise disruption during the upcoming membership renewal period, and of course our current website remains fully operational for all of your research needs in the meantime.

We are very grateful to John Young, who stepped down as Data Controller after many years of exemplary service. He passes the role to Jeff Porter and John continues his valuable work on the IT committee. He has also notably expanded our Transcribed Records Archives Collection for Essex, (TRACE) database with over 42,000 new records this year, including marriages, baptisms and monumental inscriptions. These will soon also be available through FindmyPast, generating important revenue for our Society. Well done, John!

Earlier this year we discovered that an American web company had published unauthorized recordings of our educational Zoom meetings. Despite multiple direct requests and a formal 'cease and desist notice', the company initially failed to respond to us. However, working collaboratively with other affected UK family history societies, we successfully secured the removal of all of our content. This experience has led us to implement enhanced Zoom security procedures and spearhead an initiative to our Federation to establish an early warning system to promote best practices for online meetings for us all.

We have also been active in many public events again this year.

Last November we attended the Galleywood Heritage Centre Remembrance event, where we advised visitors, and will be there again on Sunday 16th November, so please put this date in your diaries, as we'd love to see you there!

Sadly, in January Jean-Marc Bazzoni, who was our Hon Secretary and Editor of our magazine, had to resign from both of these roles. He continues to be a member and hopes to volunteer with us again in



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the future. We were delighted when our previous Editor Colleen and our previous Hon Secretary Meryl agreed to return to their former roles.

Also, in January we took part in a virtual family history event hosted by East Surrey FHS, these events are very useful as they give us the opportunity for us to be able to help each other and share ideas, with many other societies.

In April we attended the Suffolk Family History Show in Ipswich. We met with several of our members who came to tell us how much they were enjoying the DNA for Beginners online course. Our DNA 'guru' and Vice Chair Toni Neobard had set this up, and it had been very well supported for many months. Happily, Toni was present to hear these compliments, and we had a productive day talking to all of our visitors. The DNA course is now finished but still available online on our website.

Toni had been working closely with BBC Essex on a fascinating series of interviews. In March she joined presenter Akylah Rodriguez in the studio to discuss her Jamaican heritage and the insights that her DNA testing might bring. Toni returned in June to reveal her findings and discuss Akylah's DNA results, having also researched her family through Jamaican records available in the UK. She uncovered remarkable connections-including links to slavery and slave ownership, African and east Indian ancestry, and even Sephardic Jewish roots-all of which were born out by the DNA results.

The success of these programmes has led to two of the producers also taking DNA tests. Toni was back in the studio in September to reveal some astonishing discoveries for one of them, and will return again, probably in November to share the findings for the other. These interviews have not only demonstrated the power of combining DNA with traditional research, but also provided excellent publicity for our society, by showcasing what we do to a wider audience across Essex.

In June we took part in an online meeting organised by 'Lost Cousins'. Toni and Tanya gave an exceptionally professional presentation to a large audience, where they highlighted our website services for members. Many attending were already our members but admitted they didn't realise what they had been missing! -62 people either joined or re-joined our society following this presentation which was amazing!

We had another very successful day in July when we attended the Essex Archaeology & History Show at Crossing Temple Barns near Braintree. Over 1000 people attended the event and most of us were busy advising visitors all day. We definitely plan to return to their next event.

Our Family Fun Day in August at Galleywood Heritage Centre was poorly attended however those that came said they really enjoyed the event. As a result of this the Events Team have decided to participate in more established large events, in future.

We continue to meet with the Essex Record Office management on a regular basis, and we now already have additional advertising banners on their ground floor. We are discussing the digitisation of 2 sets of records for our unique database, at our next meeting later this month. I have also asked all of our ERO volunteers to give us feedback on how we can improve our service for visitors to our research area there, and their comments will be considered shortly and actioned as soon as possible.



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We have also been in discussion with our branches to see how we can encourage more visitors to come to their meetings. This is taking into consideration venue prices, and the relatively low number of attendees at some locations. The branches have agreed to take action to attract more visitors. Since all speakers and hall hire is paid for from central funds, it was agreed that branches would only need finances for refreshments and any money they held over £60 was transferred to Head Office in April 2025.

Our Annual Student Award of £500 was given to Julie Miller, who sadly can't be here today. Julie has won this award before but I'm sure you'll agree that her case study on two 18th century Essex Quaker women farmers is very worthy of another award. She will present her case study at a date to be arranged, and a copy of it will be added to our website.

We continue to support the Victoria County History Society and have donated £750 to them this year. We joined in Southend earlier in the year at the launch of one of their latest mini books Southend, Victorian Town & Resort, by Ken Crowe. We purchased a copy of this book which you can find in our library.

It has been a very eventful year but thanks to the incredible amount of effort put in by so many members, to support our activities, and indeed each other, to achieve what we have done this year, is fantastic!

I can't thank you all individually, but I am so proud to be the Chairman of our Society today and say thank you to you all.

Andrea Hewitt

Chair

18th October 2025

**ESSEX SOCIETY FOR
FAMILY HISTORY**

FINANCIAL STATEMENTS

**FOR THE YEAR ENDED
31 MARCH 2025**

Charity No: 290552

**C Pardoe FCA
Chartered Accountant**

ESSEX SOCIETY FOR FAMILY HISTORY**TRUSTEES**

Andrea Hewitt – Chair
 Toni Neobard – Vice Chair
 Jean Marc Bazzoni – Secretary Resigned 01/01/2025
 Meryl Rawlings – Acting Secretary appt 02/01/2025
 Tanya Sewell – Treasurer
 Pauline Adlem
 Colleen Devenish
 Jeff Porter – appointed 19/10/24
 Janice Sharpe – resigned 19/10/24
 Denise Somers
 Chris Stringer – appointed 19/10/24
 Paul Stirland
 John Young
 Elizabeth Cox
 Heather Feather
 Gillian Peregrine

David Perkins – co-opted 15/01/25 resigned 16/04/25

PRINCIPAL OFFICE

ESFH Research Centre
 C/O Essex Record Office
 Wharf Road
 Chelmsford
 CM2 6YT

CHARITY REGISTRATION

290552

INDEPENDENT EXAMINER

C Pardoe FCA
 Chartered Accountant
 37 Fraser Close
 Chelmsford
 Essex CM2 0TD

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ESSEX SOCIETY FOR FAMILY HISTORY**REPORT OF THE TRUSTEES****FOR THE YEAR ENDED 31 MARCH 2025**

The trustees present their report along with the financial statements of the charity for the period ended 31 March 2025. The financial statements have been prepared in accordance with the accounting policies set out on page 7 and comply with the charity's trust deed and applicable law.

Constitution and objects

Essex Society for Family History is constituted under a trust deed dated 24th September 1994, revised in minor respects on 20/9/97, 20/2/99, 20/9/03, 27/9/08 and 27/10/20 and 10/02/2024.

The charity's objects are to promote and encourage the public study of British Family History, genealogy, heraldry and local history with particular reference to Essex and to promote the preservation, security and accessibility of archival material.

Organisation

The trustees who have served during the period are set out on page 1. The trustees are elected from fully paid up members of the society. Members of the committee are subject to election or re-election at the Annual General Meeting for one year. The chairman shall be in office for not more than five consecutive years and must have a break of one year before seeking re-election.

Related Parties

The charity has a close relationship with The Federation of Family History Societies (FFHS). Details of the financial and other support provided by the Essex Society for Family History is detailed in note 6.

Reserves Policy

The charity's policy is to maintain sufficient reserves to cover its operational costs for at least the following 2 years. At the year end, the charity had more than sufficient reserves to comply with this policy. The level of reserves is kept under close scrutiny by the trustees.

Risk Management

The trustees have examined the major operational, strategic and business risks which the charity faces and confirm that appropriate systems are in place to mitigate the effects of these risks.

Public Benefit

The Trustees have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charities Commission. They have referred to the guidance in the Charity Commission's general guidance on Public Benefit when reviewing the Trust's aims and objectives and in planning future activities as demonstrated above.

ESSEX SOCIETY FOR FAMILY HISTORY

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2025

Trustee's responsibilities in relation to the financial statements

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial period, which give a true and fair view of the charity's financial activities during the period and of its financial position at the end of the period. In preparing those financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- 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 accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. 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 the trustees and signed on their behalf by:



Chair of trustees
Essex Society for Family History

INDEPENDENT EXAMINER'S REPORT TO**THE TRUSTEES OF ESSEX SOCIETY FOR FAMILY HISTORY**

This report on the accounts of the trustees for the year ended 31 March 2025, which are set out on pages 5 to 12, is in respect of an examination carried out under Section 145 of the Charities Act 2011.

Respective responsibilities of the 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 Commissioners (under section 145(5)9(b) of the Charities Act); and
- To state whether in particular matters have come to my attention.

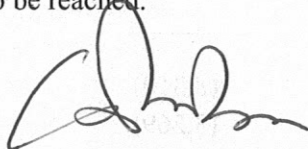
Basis of independent examiner's report

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:

- (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.



C Pardoe FCA
Chartered Accountant
37 Fraser Close
Chelmsford
Essex CM2 0TD

Date:

20/11/25

ESSEX SOCIETY FOR FAMILY HISTORY
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2025

	Notes	<u>2025</u> £	<u>2024</u> £
Incoming resources			
Subscriptions		19,438	19,860
Sales	1	323	378
Services supplied	2	58	41
Donations		1,497	2,921
Interest received	4	1,350	2,275
Investment income		1,908	942
Royalties	5	2,391	3,232
Miscellaneous	6	1,829	1,095
TOTAL INCOMING RESOURCES		<u>28,794</u>	<u>30,744</u>
Resources expended			
Insurance		655	639
Merchandising	7	100	59
Society payments	8	-	-
Depreciation	9	1,570	722
Meetings in Essex	10	1,658	1,834
Hire of accommodation		3,282	2,640
The Essex Family Historian	11	10,449	7,656
Postage, telephone, printing & stationery		612	466
Donations (Victoria CH – Essex)		750	3,967
ESFH Award		500	1,000
Projects		3,213	1,575
Credit card charge (PayPal)		419	410
Internet/computer maintenance		166	220
Bank charges		91	76
Miscellaneous expenses		917	509
Website development		9,916	3,425
Travel		436	261
Zoom		463	144
		<u>35,197</u>	<u>25,603</u>
Examiners fees		1,907	1,451
TOTAL RESOURCES EXPENDED		<u>37,104</u>	<u>27,054</u>
Net income/(expenditure before gains & losses on investments)		<u>(8,310)</u>	<u>3,690</u>
Net gains/(losses) on investment		(3,269)	5,824
NET SURPLUS (DEFICIT) FOR YEAR CARRIED TO GENERAL FUND		<u>(11,579)</u>	<u>9,514</u>

The notes on pages 7 to 12 form part of these accounts

ESSEX SOCIETY FOR FAMILY HISTORY**BALANCE SHEET – 31 MARCH 2025**

	Notes	<u>2025</u>	<u>2024</u>
		£	£
FIXED ASSETS	13	713	1,182
CURRENT ASSETS			
STOCK			
Library	12	2,141	2,568
Books/CDs	5	461	331
		<u>2,602</u>	<u>2,899</u>
Investments	16	66,897	70,166
Bank balances and cash in hand	14	54,328	62,480
Debtors & Prepayments		403	906
		<u>124,230</u>	<u>136,451</u>
CREDITORS and ACCRUALS			
Amounts falling due within one year			
Sundry creditors and accruals	15	10,668	11,779
		<u>10,668</u>	<u>11,779</u>
NET CURRENT ASSETS		113,562	124,672
NET ASSETS		<u>114,275</u>	<u>125,854</u>
REPRESENTED BY:			
GENERAL FUND - UNRESTRICTED			
Balance at 1 April 2024		125,854	116,340
Net Surplus for the year	17	(11,579)	9,514
Balance at 31 March 2025		<u>114,275</u>	<u>125,854</u>

Approved by the Committee of Trustees and signed on its behalf by:

Chair

Date of approval:

The notes on pages 7 to 12 form part of these accounts

ESSEX SOCIETY FOR FAMILY HISTORY

NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2025

1 PRINCIPAL ACCOUNTING POLICIES

Accounting convention

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective March 2000). In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2005) issued in March 2005.

Fund accounting

The charity's unrestricted funds consist of reserves which the charity may use for its purpose at its own discretion.

Incoming resources

Donations, legacies and similar incoming resources are recognised at their full amount in the period in which they are receivable. Gifts-in-kind are included at a reasonable estimate of market value. When donors specify that grants and gifts be for particular purposes, the amount is included in the appropriate fund (see Fund Accounting above).

Resources expended

Resources expended are included in the Statement of Financial Activities ('SOFA') on an accruals basis, inclusive of any irrecoverable VAT. All costs have been directly attributed to one of the categories of the SOFA.

Management and administration costs are those costs incurred in running the charity as an organisation.

Tangible Fixed Assets

All assets or groups of similar assets costing £100 or more are capitalised at cost. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

The useful economic life of each class of assets is as follows:

Equipment 20% of cost.

Deferred Incoming Resources

Incoming resources received or receivable in the current accounting period but relating to the following one are recorded as "deferred income" and shown as creditors in the balance sheet.

Taxation

The Trust has charitable status and is afforded the tax exemptions set out in the Income Taxes Act 1988.

Stock

Stock has been valued by the Trustees and it has not been subject to external examination.

ESSEX SOCIETY FOR FAMILY HISTORY

NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2025

1 SALES

	<u>2025</u>	<u>2024</u>
	£	£
Bookstall – books / cards	151	113
Postal – CDs	172	265
	<u>323</u>	<u>378</u>
	—	—

2 SERVICES SUPPLIED

Magazine advertising	58	41
ESFH courier & search service	-	-
	<u>58</u>	<u>41</u>
	—	—

3 MEETINGS IN ESSEX

Refreshments	-	-
	<u>-</u>	<u>-</u>
	—	—

4 INTEREST RECEIVED

Charity Aid Foundation	-	-
COIF Deposit	1,350	2,275
	<u>1,350</u>	<u>2,275</u>
	—	—

5 ROYALTIES

Find My Past	2,378	3,199
Parish Church	13	33
	<u>2,391</u>	<u>3,232</u>
	—	—

6 MISCELLANEOUS INCOME

50 th Anniversary – event income	1,180	406
Refreshments	194	
Sundry Income	259	304
Entry – HQ	177	247
Entry – NE Branch	19	138
	<u>1,829</u>	<u>1,095</u>
	—	—

7 MERCHANDISING

Opening stock	331	390
Purchases	229	-
Closing stock at valuation	(460)	331
	<u>100</u>	<u>59</u>
	—	—

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2025**

	<u>2025</u> <u>£</u>	<u>2024</u> <u>£</u>
8 SOCIETY PAYMENTS		
Subscriptions payable - FFHS	-	-
Conference and fairs	-	-
	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>
9 DEPRECIATION		
Depreciation - equipment	1,143	395
Library	427	427
	<u>1,570</u>	<u>722</u>
	<u>-</u>	<u>-</u>
10 MEETINGS IN ESSEX		
Teas at meetings	-	-
Speakers at meetings	1,658	1,834
	<u>1,658</u>	<u>1,834</u>
	<u>-</u>	<u>-</u>
11 THE ESSEX FAMILY HISTORIAN		
Printing	7,037	4,909
Postage	3,412	2,747
	<u>10,449</u>	<u>7,656</u>
	<u>-</u>	<u>-</u>
12 LIBRARY		
Opening stock	2,568	2,995
Purchases	-	-
Depreciation of library stock	(427)	(427)
	<u>2,141</u>	<u>2,568</u>
Closing stock	<u>2,141</u>	<u>2,568</u>
	<u>-</u>	<u>-</u>
13 FIXED ASSETS		
	Equipment	
	<u>£</u>	
COST/VALUATION		
At 1 April 2024	13,441	
Additions	674	
	<u>14,115</u>	
At 31 March 2025	<u>14,115</u>	

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2025**

	<u>2025</u>
	£
DEPRECIATION	
At 1 April 2024	12,259
Charge for the year	1,143
At 31 March 2025	13,402
WRITTEN DOWN VALUE	
At 31 March 2025	713
At 31 March 2024	1,182

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2025****14 BANK BALANCES****CASH IN HAND**

	<u>2025</u>	<u>2024</u>
	<u>£</u>	<u>£</u>
Branches: Bank and Building		
Society accounts	2,043	1,471
Cash in hand	59	140
CAF – Current Account	2,064	6,004
CAF – Savings	42,501	46,824
Co-Operative Bank	768	2,578
Paypal	6,893	5,443
	<u>54,328</u>	<u>62,460</u>

15 SUNDRY CREDITORS AND ACCRUALS

Accruals	1,287	3,373
Subscriptions paid in advance	9,381	8,406
	<u>10,668</u>	<u>11,779</u>

16 INVESTMENT

CCLA COIF Charities Investment Fund*		
(3036.06 Income Units @ 1948.06 per unit)**	59,144	62,035
(397.99 Income Units @ 1948.06 per unit)**	7,753	8,131
	<u>66,897</u>	<u>70,166</u>

*Purchased on 21/11/2013 under account no. 101410001T 3036.06 units in the COIF Charities Investment Fund Income Units at a total cost of £35,000.00.

Purchased 02/07/2015 under account no. 101410001T – 397.99 units in the COIF Charities Investment Fund Income Units at a total cost of £5,000.00.

** Selling price valuation at 31/03/2025

17 NET SURPLUS (DEFICIT) FOR THE YEAR

Headquarters	(12,011)	8,370
S.E. Branch	17	247
W. Branch	18	136
N.E. Branch	19	49
	<u>(11,579)</u>	<u>9,514</u>

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2025**

	<u>2025</u> <u>£</u>	<u>2024</u> <u>£</u>
18 SOUTH EAST ESSEX BRANCH		
INCOME		
Donations	221	464
Teas	329	324
Books	117	49
Raffles	144	255
Entrance Fees	532	344
Excess of income over expenditure	(247)	(893)
	<u>1,096</u>	<u>543</u>
EXPENDITURE		
Meetings in Essex (refreshments)	38	40
Speakers	450	400
Postage & Stationery	132	65
Hire of accommodation	-	-
Bank Charges	-	15
Miscellaneous	13	23
Payments to Head Office	463	-
	<u>1,096</u>	<u>543</u>
19 WEST ESSEX BRANCH		
INCOME		
Entrance & Donations	339	344
Excess of income over expenditure	(136)	(213)
	<u>203</u>	<u>131</u>
EXPENDITURE		
Postage, stationery etc	8	5
Refreshments	146	126
Payments to head office	49	-
	<u>203</u>	<u>131</u>
20 NORTH EAST ESSEX BRANCH		
INCOME		
Donations	2	1
Raffles	11	-
Meetings in Essex (refreshments)	78	64
Excess of income over expenditure	(49)	(37)
	<u>42</u>	<u>28</u>

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2025**

	2025	2024
	£	£
EXPENDITURE		
Meetings in Essex (refreshments)	28	18
Speakers	-	10
Postage and stationery	14	-
	<u>42</u>	<u>28</u>
	—	—



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Member of the Family History Federation

Patron: The Lord Bishop of Chelmsford

Registered Charity No. 290552

www.esfh.org.uk

Treasurers Report for AGM October 2025

I am pleased to present the Treasurer's Report for the financial year ending 31st March 2025.

Overview

The Society remains in a stable financial position, and we have continued to manage our income and expenditure carefully throughout the year. Our primary sources of income have been membership subscriptions, royalties, donations, investment income, bank interest and any event-related revenue. Our membership numbers have dropped by 75 from 1725 in December 2023 to 1650 in December 2024.

The trustees have reviewed and approved the annual accounts, which are now presented to members for adoption.

Income

Total income for the year was £28,794, which represents a decrease of £1,732 which is approximately 6% compared to the previous year. This change is mainly due to:

- A drop in membership numbers.
- A reduction in donations, interest and royalties

Expenditure

Total expenditure was £37,104 which was higher than last year's figure of £25,385. Major expenses included:

- Website hosting and IT services: £10,175 – now includes payments for Cyber Security and cost for the new website
- Magazine production and distribution: £10,449 – In comparison to last year's figure which was £7,656 where the August 2023 edition was a newsletter and not a magazine.
- Hall hire and meeting costs: £4,940 – hall hire has increased at each venue. We introduced a small attendance fee for members at live meetings (£1 per member and £3 per visitor), starting from 1st November 2024, to help offset increasing venue costs.



Essex Society for Family History

Member of the Family History Federation

Patron: The Lord Bishop of Chelmsford

Registered Charity No. 290552

www.esfh.org.uk

- 50th Anniversary celebrations (Roadshows and events) £3,213
- Depreciation costs £1,570 – these have been amended to bring them into line as under depreciated in previous years

Balance

The net loss for the year was **-£8,310**.

At the end of the financial year, the Society's investment value dropped by £3,269 to £66,897.

The Society held a total balance in its bank accounts of £54,328. This provides us with a healthy reserve and enables us to plan future activities and investments with confidence.

Looking Ahead

While our financial position is sound, we continue to monitor costs carefully and explore ways to sustain income. As ever, we are grateful to all our members and volunteers whose support helps us operate efficiently and effectively.

I now formally present the accounts for your approval and am happy to answer any questions.

Please can I ask the members to approve the Annual Accounts for the year ending 2025.

Please can I also have your agreement to employing the examiner services of Chelmer Company services for the forthcoming year.

Tanya Sewell

Treasurer

10th October 2025

Accounts

CHAIRMAN'S REPORT ON BEHALF OF THE TRUSTEES

Welcome all.

I would like to mention 3 members who have sadly passed away this year.

Ray Poole

Christine Jammerson

Melody Hurst

We also had to send our condolences to our President Lord Petre on the sad loss of his wife, earlier in the year.

Following the issue that arose from the last AGM meeting, in that members had not been made aware of the proposed changes to our Constitution, as required, at an emergency AGM held at Colchester, these changes were voted in by the majority of members.

The Officers being myself, the Vice Chair, the Secretary and our Treasurer agreed to meet each month to discuss key issues that may affect our Society, such as this, to ensure that we adhere to all legal and other requirements, which are often subject to change. We formed a rolling action plan to investigate all areas of our Society that might be vulnerable, or need to be changed or updated, to prevent as many as possible, of these issues arising in future.

Our Vice Chair Toni also set up a Risk Register to identify any areas where our Society may be vulnerable.

Our IT sub committee began discussions about getting a new website or improving our current one.

Our provider John Lodge informed us that he could make significant improvements to our existing website, at a relatively low price. Our Webmaster Paul worked with John to make these changes and our new refreshed Website was launched in the Spring. It looked much more user friendly and seemed to work well.

Having asked members attending live meetings to make a donation of £3, towards venue costs etc. I met with our Branch representatives to discuss, reconsidering this amount if they were prepared to try to reach out to more new members locally, to justify these costs. It was agreed that they would try to use local libraries to meet more potential members and use the libraries to advertise ESFH events where possible.

Our NE & WE branches were already providing 'Hybrid' meetings, which would be available for members who can't attend local meetings, however our SE Essex branch, didn't feel able to do this. We discussed recording those of their events

that were suitable, and they agreed to try this. This worked well, so that these recordings can now be viewed on our website.

Having agreed on these conditions, the executive committee agreed to drop the £3 charge for 6 months charge to see if there was any increase in attendance at local meetings.

I have to report that there has been no noticeable increase, and at a recent Executive Comm. Meeting this was discussed again, and the majority of the Comm. voted that a reduced donation of £1 should be asked of our members that attend live meetings after today's date. The cost of hall hire and any revenue brought in by donations will be kept under review.

We have not increased our subscriptions for members since 2017. Obviously, inflation has risen considerably and in recent years the cost of producing the hard copy of our magazine has been running at a loss. We were aware of this and though many other Societies had already increased their subscriptions, we chose not to.

The Executive Committee discussed this issue recently and the majority agreed that we should increase our subscriptions from April 2025.

Basic Membership	UK & Worldwide	£10	+£2
Hard copy of mag.	UK only	£22	+£6
Hard Copy Mag.	Worldwide	£35	£10

The usual renewal notice will go out in the December edition of our magazine, and we ask those of you who pay by standing order to contact your bank and alter your payment.

Perhaps it would be easier for me to tell you all what we haven't done this year, as we have been very busy, especially with our celebration plans for our 50th Anniversary.

Having got to grips with editing our magazine, our editor Jean Marc realised that as our magazine only comes out 3 times a year, we might want to remind members of events and family history matters, between editions, so he set-up a monthly online Newsletter.

This has been very well received by members.

In April, several volunteers visited a family history group at Chelmsford Library, and later that month 9 volunteers were at the Family History federation event at St. Ives, near Cambridge. At both events we were able to advise many visitors, and potential new members.

We were approached by St Mary's Church at Woodham Fererrs to see if we could support their latest project. They had obtained funding to carry out a geophysical

survey of their graveyard, photographic mapping, and making the parish records held by the ERO open to the public on their own website so that users can see gravestones and inscriptions. Future records can be added by the church, giving free access to more detailed and much more up to date information, than has been available in the past. As they are the first church in Essex to undertake this, we were happy to join them in their project. They have involved 100's of local school children to come to the church and many of us has visited these events and it was wonderful to see the excitement on so many faces as they tried to read 'old writing' and try it for themselves, and of course when the guy doing the geophysical survey, who looked a bit like an astronaut with his futuristic back-pack, was surveying the grounds. graveyard. I know I spotted many future historians at the many inspiring events!

The project, however needed some further funding to complete it, and having seen the interest that it was creating, we were happy to donate £3,217.44. We also liaised with The ERO who agreed to provide the relevant parish records to St Mary's free of charge. We look forward to seeing some of the results from the project soon, as Colleen and Tanya visited them yesterday for an update.

We held the first of our Branch Roadshows here at Galleywood in May, which was the first opportunity for members and visitors enter our free draw for Family history prizes such as DNA kits and subscriptions to various Family History Websites etc.

We launched our online Family history Genealogical Trail which proved extremely popular, and the winners of all prizes for this and all our other events will be drawn by Lord Petre at the close of this meeting.

Over the summer we took our 1970's Roadshow to our South East, North East and West Essex branches where it was great to meet other local societies and members of the public.

As a result of the Officers examining the risks to our Society, we decided to bring in some external professional assistance. Toni and I met with a recommended local cyber security company, and having been impressed with their apparent knowledge and experience, we invited them to 'visit' our website. Even with very cursory check they identified several issues. We discussed this, with the Executive committee and they agreed we should employ the company 'Thin Thread' to prepare us a full report.

In the meantime, our Events Team were present at the ERO for their Heritage Open Day and Hylands House, where again we met and advised many visitors and how we could help them with their family history research.

We held our final Anniversary Event with an interactive Murder Mystery Play at the Keene Hall Galleywood. This was written by our multi -talented Vice Chair, Toni and Kate, one of her friends.

It was very well attended and enjoyed by all.

Sadly, just before we received the Cyber Security report from ThinThread we became that our Website had been breached and that our members were receiving bogus messages, purporting to be from our Society. We followed Charity Commission advice and contacted the relevant authorities, and our federation. We also let our members know in every way possible that these messages were not from us and advised them accordingly.

The Officers in consultation with our IT group agreed that we needed to take the actions we had recently been advised to take by ThinThread as a matter of urgency. The Executive Committee members voted to take this action.

We set up a Security Sub Committee to commence this procedure, and I asked member Jeff Porter (who is standing as a potential member of the Executive Committee and seems to have the required knowledge) to Chair this group. He agreed with ThinThread that a company known to us because of their links to our Federation seemed to be the best company to approach for further information. This Company is called Beachshore.

We will be seeking the authority of the executive Committee to engage the services of Beachshore as soon as possible. Whilst we have done everything we could to protect our members data to date, it still remains vulnerable until Beachshore can take over and make our site as secure as possible.

Finally, Toni wearing yet another of her hat's launched a beginner's course for DNA using the Ancestry website, and this has proved to be extremely popular. Don't worry if you've missed it as you can catch up with the recordings (website permitting!!!!)

So, we've had a busy but productive year with challenges and good times too, so many members have worked so hard and given up so much of their own time to make all these things possible.

We all have times in our private lives when we can't give of our best and I'd particularly like to thank all those who always jump into the breach, when one of us is struggling. As long as we can keep supporting each other I know the future will be bright for the next 50years of our great Society.

ESSEX SOCIETY FOR FAMILY HISTORY
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2024

	Notes	<u>2024</u> £	<u>2023</u> £
Incoming resources			
Subscriptions		19,860	21,980
Sales	1	378	197
Services supplied	2	41	146
Donations		2,921	1,905
Meetings in Essex	3	-	61
Interest received	4	2,275	946
Investment income		942	1,400
Royalties	5	3,232	2,403
Miscellaneous	6	1,095	3
TOTAL INCOMING RESOURCES		<u>30,744</u>	<u>29,041</u>
Resources expended			
Insurance		639	-
Merchandising	7	59	5
Society payments	8	-	1,026
Search and certificates service		-	33
Depreciation	9	722	631
Meetings in Essex	10	1,834	1,352
Hire of accommodation		2,640	3,116
The Essex Family Historian	11	7,656	7,631
Postage, telephone, printing & stationery		466	2,847
Donations (Victoria CH – Essex)		3,967	900
ESFH Award		1,000	1,000
Projects		1,575	-
Credit card charge (PayPal)		410	428
Internet/computer maintenance		220	393
Bank charges		76	125
Miscellaneous expenses		509	193
Website development		3,425	2,624
Travel		261	344
Zoom		144	768
		<u>25,603</u>	<u>23,416</u>
Examiners fees		1,451	906
TOTAL RESOURCES EXPENDED		<u>27,054</u>	<u>24,322</u>
Net income/(expenditure before gains & losses on investments)		<u>3,690</u>	<u>4,719</u>
Net gains/(losses) on investment		5,824	(2,425)
NET SURPLUS FOR YEAR		<u>9,514</u>	<u>2,294</u>
CARRIED TO GENERAL FUND			

The notes on pages 7 to 12 form part of these accounts

ESSEX SOCIETY FOR FAMILY HISTORY**BALANCE SHEET – 31 MARCH 2024**

	Notes	<u>2024</u>	<u>2023</u>
		£	£
FIXED ASSETS	13	1,182	1,385
CURRENT ASSETS			
STOCK			
Library	12	2,568	2,995
Books/CDs	5	331	390
		<u>2,899</u>	<u>3,385</u>
Investments	16	70,166	64,342
Bank balances and cash in hand	14	62,480	61,305
Debits & Prepayments		906	
		<u>136,451</u>	<u>129,032</u>
CREDITORS and ACCRUALS			
Amounts falling due within one year			
Sundry creditors and accruals	15	11,779	(14,077)
		<u> </u>	<u> </u>
NET CURRENT ASSETS		124,672	114,955
NET ASSETS		<u>125,854</u>	<u>116,340</u>
REPRESENTED BY:			
GENERAL FUND - UNRESTRICTED			
Balance at 1 April 2023		116,340	114,046
Net Surplus for the year	17	9,514	2,294
Balance at 31 March 2024		<u>125,854</u>	<u>116,340</u>

Approved by the Committee of Trustees and signed on its behalf by:



Chair

Date of approval: 19.10.24

The notes on pages 7 to 12 form part of these accounts

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2024****1 PRINCIPAL ACCOUNTING POLICIES****Accounting convention**

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective March 2000). In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2005) issued in March 2005.

Fund accounting

The charity's unrestricted funds consist of reserves which the charity may use for its purpose at its own discretion.

Incoming resources

Donations, legacies and similar incoming resources are recognised at their full amount in the period in which they are receivable. Gifts-in-kind are included at a reasonable estimate of market value. When donors specify that grants and gifts be for particular purposes, the amount is included in the appropriate fund (see Fund Accounting above).

Resources expended

Resources expended are included in the Statement of Financial Activities ('SOFA') on an accruals basis, inclusive of any irrecoverable VAT. All costs have been directly attributed to one of the categories of the SOFA.

Management and administration costs are those costs incurred in running the charity as an organisation.

Tangible Fixed Assets

All assets or groups of similar assets costing £100 or more are capitalised at cost. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

The useful economic life of each class of assets is as follows:
Equipment 20% of cost.

Deferred Incoming Resources

Incoming resources received or receivable in the current accounting period but relating to the following one are recorded as "deferred income" and shown as creditors in the balance sheet.

Taxation

The Trust has charitable status and is afforded the tax exemptions set out in the Income Taxes Act 1988.

Stock

Stock has been valued by the Trustees and it has not been subject to external examination.

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2024****1 SALES**

	<u>2024</u>	<u>2023</u>
	£	£
Bookstall – books / cards	113	9
Postal – CDs	265	188
	<u>378</u>	<u>197</u>
	—	—

2 SERVICES SUPPLIED

Magazine advertising	41	108
ESFH courier & search service	-	38
	<u>41</u>	<u>146</u>
	—	—

3 MEETINGS IN ESSEX

Refreshments	-	61
	<u>-</u>	<u>61</u>
	—	—

4 INTEREST RECEIVED

Charity Aid Foundation	-	4
COIF Deposit	2,275	942
	<u>2,275</u>	<u>946</u>
	—	—

5 ROYALTIES

Find My Past	3,199	2,403
Parish Church	33	-
	<u>3,232</u>	<u>2,403</u>
	—	—

6 MISCELLANEOUS INCOME

Refreshments	406	-
Sundry Income	304	-
Entry – HQ	247	-
Entry – NE Branch	138	-
	<u>1,095</u>	<u>-</u>
	—	—

7 MERCHANDISING

Opening stock	390	395
Purchases	-	-
Closing stock at valuation	331	(390)
	<u>59</u>	<u>5</u>
	—	—

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2024**

	<u>2024</u> <u>£</u>	<u>2023</u> <u>£</u>
8 SOCIETY PAYMENTS		
Subscriptions payable - FFHS	-	847
Conference and fairs	-	179
	<u>-</u>	<u>1,026</u>
	<u>-</u>	<u>-</u>
9 DEPRECIATION		
Depreciation - equipment	395	204
Library	427	427
	<u>722</u>	<u>631</u>
	<u>-</u>	<u>-</u>
10 MEETINGS IN ESSEX		
Teas at meetings	-	130
Speakers at meetings	1,834	1,223
	<u>1,834</u>	<u>1,352</u>
	<u>-</u>	<u>-</u>
11 THE ESSEX FAMILY HISTORIAN		
Printing	4,909	4,367
Postage	2,747	3,264
	<u>7,656</u>	<u>7,631</u>
	<u>-</u>	<u>-</u>
12 LIBRARY		
Opening stock	2,995	3,414
Purchases	-	8
Depreciation of library stock	(427)	(427)
	<u>2,568</u>	<u>2,995</u>
Closing stock	<u>-</u>	<u>-</u>
13 FIXED ASSETS		
	Equipment	
	<u>£</u>	
COST/VALUATION		
At 1 April 2023	13,349	
Additions	92	
	<u>13,441</u>	
At 31 March 2024	<u>-</u>	

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2024**

	<u>2024</u>
	<u>£</u>
DEPRECIATION	
At 1 April 2023	11,964
Charge for the year	295
At 31 March 2024	12,259
WRITTEN DOWN VALUE	
At 31 March 2024	1,182
At 31 March 2023	1,385

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2024****14 BANK BALANCES****CASH IN HAND**

	<u>2024</u>	<u>2023</u>
	<u>£</u>	<u>£</u>
Branches: Bank and Building		
Society accounts	1,471	1,040
Cash in hand	140	66
CAF – Current Account	6,004	5,554
CAF – Savings	46,824	38,799
COIF fund deposit Account	-	11,477
Co-Operative Bank	2,578	3,154
Paypal	5,443	1,215
	<u>62,460</u>	<u>61,305</u>

15 SUNDRY CREDITORS AND ACCRUALS

Accruals	3,373	5,127
Subscriptions paid in advance	8,406	8,950
	<u>11,779</u>	<u>14,077</u>

16 INVESTMENT

CCLA COIF Charities Investment Fund*		
(3036.06 Income Units @ 2043.26 per unit)**	62,035	56,885
(397.99 Income Units @ 2043.26 per unit)**	8,131	7,457
	<u>70,166</u>	<u>64,342</u>

*Purchased on 21/11/2013 under account no. 101410001T 3036.06 units in the COIF Charities Investment Fund Income Units at a total cost of £35,000.00.

Purchased 02/07/2015 under account no. 101410001T – 397.99 units in the COIF Charities Investment Fund Income Units at a total cost of £5,000.00.

** Selling price valuation at 31/03/2024

17 NET SURPLUS (DEFICIT) FOR THE YEAR

Headquarters		8,370	1,808
S.E. Branch	17	894	349
W. Branch	18	213	83
N.E. Branch	19	37	54
		<u>9,514</u>	<u>2,294</u>

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2024**

	<u>2024</u> <u>£</u>	<u>2023</u> <u>£</u>
18 SOUTH EAST ESSEX BRANCH		
INCOME		
Donations	464	745
Teas	324	-
Books	49	-
Raffles	255	-
Entrance Fees	344	-
Excess of income over expenditure	(893)	(349)
	<u>543</u>	<u>396</u>
	—	—
EXPENDITURE		
Meetings in Essex (refreshments)	40	27
Speakers	400	-
Postage & Stationery	65	1
Hire of accommodation	-	30
Bank Charges	15	-
Miscellaneous	23	95
Payments to Head Office	-	243
	<u>543</u>	<u>396</u>
	—	—
19 WEST ESSEX BRANCH		
INCOME		
Miscellaneous Income	-	15
Meetings in Essex	-	3
Entrance & Donations	344	131
Excess of income over expenditure	(213)	(83)
	<u>131</u>	<u>66</u>
	—	—
EXPENDITURE		
Speakers	-	63
Postage, stationery etc	5	3
Refreshments	126	-
	<u>131</u>	<u>66</u>
	—	—
20 NORTH EAST ESSEX BRANCH		
INCOME		
Donations	1	17
Meetings in Essex (refreshments)	64	46
Excess of income over expenditure	(37)	(54)
	<u>28</u>	<u>9</u>

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2024**

	2024	2023
	£	£
EXPENDITURE		
Meetings in Essex (refreshments)	18	9
Speakers	10	-
Postage and stationery	-	-
Hire of accommodation	-	-
	<u>28</u>	<u>9</u>
	—	—

**ESSEX SOCIETY FOR
FAMILY HISTORY**

FINANCIAL STATEMENTS

**FOR THE YEAR ENDED
31 MARCH 2024**

Charity No: 290552

ESSEX SOCIETY FOR FAMILY HISTORY**TRUSTEES**

Andrea Hewitt – Chair
 Toni Neobard – Vice Chair
 Jean Marc Bazzoni – Secretary Appointed 16.05.23
 Tanya Sewell – Treasurer
 Elizabeth Cox
 Meryl Rawlings
 Paul Stirland
 John Young
 Heather Feather
 Pauline Adlem
 Colleen Devenish
 Janice Sharpe
 Denise Somers
 Gillian Peregrine
 Mary Ann Rix – Resigned 21.10.23
 Trevor William Rix – Resigned 21.10.23
 Barbara Harpin – Resigned 21.10.23
 David Cooper – Resigned 21.10.23

PRINCIPAL OFFICE

ESFH Research Centre
 C/O Essex Record Office
 Wharf Road
 Chelmsford
 CM2 6YT

CHARITY REGISTRATION

290552

INDEPENDENT EXAMINER

P Kittle FFA FIPA FFTA
 Financial Accountant
 37 Fraser Close
 Chelmsford
 Essex CM2 0TD

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	4	Independent Examiners Report
	5	Statement of Financial Activities
	6	Balance Sheet
	7 – 13	Notes to the Financial Statements

ESSEX SOCIETY FOR FAMILY HISTORY

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2024

The trustees present their report along with the financial statements of the charity for the period ended 31 March 2024. The financial statements have been prepared in accordance with the accounting policies set out on page 7 and comply with the charity's trust deed and applicable law.

Constitution and objects

Essex Society for Family History is constituted under a trust deed dated 24th September 1994, revised in minor respects on 20/9/97, 20/2/99, 20/9/03, 27/9/08 and 27/10/20 and 10/02/2024.

The charity's objects are to promote and encourage the public study of British Family History, genealogy, heraldry and local history with particular reference to Essex and to promote the preservation, security and accessibility of archival material.

Organisation

The trustees who have served during the period are set out on page 1. The trustees are elected from fully paid up members of the society. Members of the committee are subject to election or re-election at the Annual General Meeting for one year. The chairman shall be in office for not more than five consecutive years and must have a break of one year before seeking re-election.

Related Parties

The charity has a close relationship with The Federation of Family History Societies (FFHS). Details of the financial and other support provided by the Essex Society for Family History is detailed in note 6.

Reserves Policy

The charity's policy is to maintain sufficient reserves to cover its operational costs for at least the following 2 years. At the year end, the charity had more than sufficient reserves to comply with this policy. The level of reserves is kept under close scrutiny by the trustees.

Risk Management

The trustees have examined the major operational, strategic and business risks which the charity faces and confirm that appropriate systems are in place to mitigate the effects of these risks.

Public Benefit

The Trustees have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charities Commission. They have referred to the guidance in the Charity Commission's general guidance on Public Benefit when reviewing the Trust's aims and objectives and in planning future activities as demonstrated above.

ESSEX SOCIETY FOR FAMILY HISTORY

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2024

Trustee's responsibilities in relation to the financial statements

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial period, which give a true and fair view of the charity's financial activities during the period and of its financial position at the end of the period. In preparing those financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- 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 accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. 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 the trustees and signed on their behalf by:



Chair of trustees
Essex Society for Family History

INDEPENDENT EXAMINER'S REPORT TO
THE TRUSTEES OF ESSEX SOCIETY FOR FAMILY HISTORY

This report on the accounts of the trustees for the year ended 31 March 2024, which are set out on pages 5 to 12, is in respect of an examination carried out under Section 145 of the Charities Act 2011.

Respective responsibilities of the 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 Commissioners (under section 145(5)9(b) of the Charities Act); and
- To state whether in particular matters have come to my attention.

Basis of independent examiner's report

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:

- (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.



P Kittle FFA FIPA FFTA
 Financial Accountant
 37 Fraser Close
 Chelmsford
 Essex CM2 0TD

Date: 23 October 2024

Accounts



Essex Society for Family History

Member of the Federation of Family History Societies

Registered Charity No. 290552

www.esfh.org.uk

TRUSTEES REPORT 2022-2023

This year has been challenging in many ways. After several months of live meetings following the Covid Pandemic, that we were assured our members were very anxious to return to, it soon became apparent that this was sadly not the case. The number of attendees for at least 2 branches were attracting less than half of their former audiences. Many other Societies also reported the same issue.

In view of this and venue costs we asked branches to try to encourage extra visitor numbers and reduce their costs where possible.

To also offset some of the losses these activities were creating, the Executive Committee decided to ask members to pay £3 to attend live meetings. We were hopeful that once audiences increased over time, we would be able to reduce or remove this payment. Despite the fact that many members appeared to be happy to do this, over time, the revenue from live meetings fell, for various reasons, as the overall attendance figures were not increasing.

At a meeting of branch officers, they agreed to:

- Make more meetings accessible to more members where possible,
- And continue to, or begin to use, free venues like libraries etc. to attract more new members to support local meetings.

As a result of this the Executive Committee agreed that the £3 charge for members to attend would be dropped for 6 months from.....an email will be sent out shortly to all members to make them aware of this change. (Please spread the word to any without email!)

This situation will be reassessed at the end of the 6-month period.

Throughout the year we have held and enjoyed a vast number of talks and workshops on a large number of topics, at live meetings, online via Zoom, and via hybrid meetings, many reaching both live and online members. I would like to thank all our contributors, and facilitators that have made it possible to provide such a huge range of well received subjects, by giving up so much of their own precious time. Without you all, we would not have the fantastic society we have. Sorry I can't name you all, but you all know who you are!

I hope you will have seen in our much-loved magazine the photo of members Heather Feather, Eric Jude and Linda Metcalf officers of our South East Essex Branch which was awarded the Southend City Jubilee and Queens Memorial Award for their services to the community. It is great to see the work done by our members being recognised.

Also, via our magazine and using many other platforms we put out a plea for volunteers for the many of vacant roles in our Society, most importantly for a new Editor, as Colleen Devenish has stepped down from this role. It is sad to say that if we don't find a suitable replacement Editor soon our next edition, could be the last one. So, if anyone knows of a possible volunteer, please get them to get in touch with Colleen as soon as possible.

We again took part in RootsTech, the largest online Family History event in the world, although the lack of response to our booth was very disappointing, compared with last year, so we won't be taking part next year.

We also took part in the 'Really Useful' shows promoted by the family history Federation and these and some other local Society online events were found to be well worth supporting in the future.

Special Interest Groups were started on various aspects of DNA, and one Surname interest group was set up, and they attracted many members who joined online.

Many of our branches supported events at their local libraries and began or continued their working relationship with them, to share resources and offer help and guidance to their visitors.

Heather and I took part in a British Library project to produce a video where we discussed everything that local family history societies could offer their visitors. We also plan to further develop the activities our Society is already involved in, with more of our local libraries.

We continued to support the Essex branch of the Victoria County History Project, the Commonwealth War Memorial Trust, and we awarded Paul Topley this year's Student Award. (Paul will be asked to present a talk to us on his work will be published on our website, to add to our unique Essex archives.

We had a drop in our membership renewals in April, as did other Societies, with some of our members saying they reluctantly needed to reduce their outgoings. Member numbers were still considerably higher than our pre-Covid levels however and have continued to rise throughout the year.

Instead of holding regular meetings here at Galleywood Heritage Centre we instead held an open day, and recently a Military Day. Both events disappointingly attracted few visitors, however many of those that attended the Military event told us that they found it a very useful and fun day.

2024 sees the 50th Anniversary of our Society and the Events committee has already met to discuss the best way to celebrate this important milestone. Our Anniversary date is so please put this in your diaries, but we plan to hold events throughout the year. If anyone would like to join this group, please contact me.

We have exciting news regarding our website! It appears that we can give it a makeover and make it much more user friendly and more attractive to visitors of all ages, and the best news is that it will not cost a huge amount of money. Work is already underway with our Web Manager and our Web Developer, and we plan to launch our new site in the New Year!

Having been looking for a volunteer to organise and develop our Social Media profile I am delighted to tell you that we have recently met with at least 2 knowledgeable and enthusiastic volunteers, and work has started on our existing Facebook page, and on Instagram and even Tik-Tok to promote our society.

When several of us took part in the recent Suffolk FH Show, Toni Neobard chair of the new Social Media group was filming us at the event, for Instagram, between advising the many interested visitors we had.

I would like to pay tribute to 3 members who recently died:

Beryl Sidney, Shirley Harman and Christopher Scrutton

All were loyal and hardworking members of our Society and particularly well known at our office at the ERO. I'm sure they will be sadly missed by many.

Essex Society for Family History

As I said there have been many issues to deal with this year and I would particularly like to thank Tanya for working so hard for us through a very challenging year, not just with her Treasurers hat on but in so many ways other ways too- I have no idea where she finds all her energy and enthusiasm!

I would also like to thank John Young, who is stepping down as Vice Chair, who has been there or abouts, working hard, for longer than I remember!

Colleen Devenish for 8 years of Editing our great magazine.

Meryl Rawlings who has been our Hon Sec. For 6 years

Barbara Harpin, David Cooper, Mary Rix, and Trevor Rix (one of our founder members) who are all stepping down from the Executive Committee, but I know will assist us in the future if they can.

It is my pleasure to welcome Toni Neobard as Vice Chair and Jean-Marc Bazzoni for taking up the position of Secretary.

Andrea Hewitt
Chair
21/10/2023

**ESSEX SOCIETY FOR
FAMILY HISTORY**

FINANCIAL STATEMENTS

**FOR THE YEAR ENDED
31 MARCH 2023**

Charity No: 290552

**P KITTLE FFA FIPA FFTA
Financial Accountant**

ESSEX SOCIETY FOR FAMILY HISTORY**TRUSTEES**

Andrea Hewitt - Chair
 Meryl Rawlings - Secretary
 Tanya Sewell – Treasurer
 Elizabeth Cox
 Ronald Knights – Resigned 15.10.22
 Paul Stirland
 John Young
 Heather Feather
 Pauline Adlem
 Colleen Devenish
 Janice Sharpe
 Eric Jude – Resigned 15.10.22

 Helen Matten – Resigned 15.10.22
 Mary Ann Rix
 Trevor William Rix
 Barbara Harpin
 David Cooper – Appointed 15.10.22
 Toni Neobard – Appointed 15.10.22
 Denise Somers – Appointed 15.10.22
 Gillian Peregrine – Appointed 15.10.22

PRINCIPAL OFFICE

ESFH Research Centre
 C/O Essex Record Office
 Wharf Road
 Chelmsford
 CM2 6YT

CHARITY REGISTRATION

290552

INDEPENDENT EXAMINER

P Kittle FFA FIPA FFTA
 Financial Accountant
 37 Fraser Close
 Chelmsford
 Essex CM2 0TD

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ESSEX SOCIETY FOR FAMILY HISTORY

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2023

The trustees present their report along with the financial statements of the charity for the period ended 31 March 2023. The financial statements have been prepared in accordance with the accounting policies set out on page 7 and comply with the charity's trust deed and applicable law.

Constitution and objects

Essex Society for Family History is constituted under a trust deed dated 24th September 1994, revised in minor respects on 20/9/97, 20/2/99, 20/9/03, 27/9/08 and 27/10/20.

The charity's objects are to promote and encourage the public study of British Family History, genealogy, heraldry and local history with particular reference to Essex and to promote the preservation, security and accessibility of archival material.

Organisation

The trustees who have served during the period are set out on page 1. The trustees are elected from fully paid up members of the society. Members of the committee are subject to election or re-election at the Annual General Meeting for one year. The chairman shall be in office for not more than five consecutive years and must have a break of one year before seeking re-election.

Related Parties

The charity has a close relationship with The Federation of Family History Societies (FFHS). Details of the financial and other support provided by the Essex Society for Family History is detailed in note 6.

Reserves Policy

The charity's policy is to maintain sufficient reserves to cover its operational costs for at least the following 3 months. At the year end, the charity had sufficient reserves to comply with this policy. The level of reserves is kept under close scrutiny by the trustees.

Risk Management

The trustees have examined the major operational, strategic and business risks which the charity faces and confirm that appropriate systems are in place to mitigate the effects of these risks.

Public Benefit

The Trustees have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charities Commission. They have referred to the guidance in the Charity Commission's general guidance on Public Benefit when reviewing the Trust's aims and objectives and in planning future activities as demonstrated above.

ESSEX SOCIETY FOR FAMILY HISTORY

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Trustee's responsibilities in relation to the financial statements

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial period, which give a true and fair view of the charity's financial activities during the period and of its financial position at the end of the period. In preparing those financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- 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 accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. 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 the trustees and signed on their behalf by:



Chair of trustees
Essex Society for Family History

INDEPENDENT EXAMINER'S REPORT TO
THE TRUSTEES OF ESSEX SOCIETY FOR FAMILY HISTORY

This report on the accounts of the trustees for the year ended 31 March 2023, which are set out on pages 5 to 12, is in respect of an examination carried out under Section 145 of the Charities Act 2011.

Respective responsibilities of the 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 Commissioners (under section 145(5)9(b) of the Charities Act); and
- To state whether in particular matters have come to my attention.

Basis of independent examiner's report

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:

- (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.



P Kittle FFA FIPA FFTA
 Financial Accountant
 37 Fraser Close
 Chelmsford
 Essex CM2 0TD

Date: 1 November 2023

ESSEX SOCIETY FOR FAMILY HISTORY
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023

	Notes	<u>2023</u> £	<u>2022</u> £
Incoming resources			
Subscriptions		21,980	24,088
Sales	1	197	556
Services supplied	2	146	173
Donations		1,905	773
Meetings in Essex	3	61	4
Interest received	4	946	9
Investment income		1,400	1,834
Find my past		2,403	2,987
Miscellaneous		3	-
TOTAL INCOMING RESOURCES		<u>29,041</u>	<u>30,424</u>
Resources expended			
Merchandising	5	5	164
Society payments	6	1,026	1,341
Search and certificates service		33	22
Depreciation	7	631	698
Meetings in Essex	8	1,352	1,641
Hire of accommodation		3,116	532
The Essex Family Historian	9	7,631	7,822
Postage, telephone, printing & stationery		2,847	1,103
Donations (Victoria CH – Essex)		900	1,150
ESFH Award		1,000	1,000
Projects		-	193
Credit card charge (PayPal)		428	407
Internet/computer maintenance		393	165
Bank charges		125	96
Research room expenses		-	17
Miscellaneous expenses		193	58
Website development		2,624	3,082
Travel		344	236
Zoom		768	768
		<u>23,416</u>	<u>20,495</u>
Examiners fees		906	906
TOTAL RESOURCES EXPENDED		<u>24,322</u>	<u>21,401</u>
Net income/(expenditure before gains & losses on investments)		<u>4,719</u>	<u>9,023</u>
Net gains/(losses) on investment		(2,425)	5,326
NET SURPLUS FOR YEAR CARRIED TO GENERAL FUND		<u>2,294</u>	<u>14,349</u>

The notes on pages 7 to 12 form part of these accounts

ESSEX SOCIETY FOR FAMILY HISTORY**BALANCE SHEET – 31 MARCH 2023**

	Notes	<u>2023</u>	<u>2022</u>
		£	£
FIXED ASSETS	11	1,385	1,589
CURRENT ASSETS			
STOCK			
Library	10	2,995	3,414
Books/CDs	5	390	395
		<u>3,385</u>	<u>3,809</u>
Investments	14	64,342	66,767
Bank balances and cash in hand	12	61,305	53,350
		<u>129,032</u>	<u>123,926</u>
CREDITORS and ACCRUALS			
Amounts falling due within one year			
Sundry creditors and accruals	13	(14,077)	11,469
		<u> </u>	<u> </u>
NET CURRENT ASSETS		114,955	112,457
NET ASSETS		<u>116,340</u>	<u>114,046</u>
REPRESENTED BY:			
GENERAL FUND - UNRESTRICTED			
Balance at 1 April 2022		114,046	99,697
Net Surplus for the year	15	2,294	14,349
Balance at 31 March 2023		<u>116,340</u>	<u>114,046</u>

Approved by the Committee of Trustees and signed on its behalf by:

Chair

Date of approval:


21/10/2023

The notes on pages 7 to 12 form part of these accounts

ESSEX SOCIETY FOR FAMILY HISTORY

NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2023

1 PRINCIPAL ACCOUNTING POLICIES

Accounting convention

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective March 2000). In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2005) issued in March 2005.

Fund accounting

The charity's unrestricted funds consist of reserves which the charity may use for its purpose at its own discretion.

Incoming resources

Donations, legacies and similar incoming resources are recognised at their full amount in the period in which they are receivable. Gifts-in-kind are included at a reasonable estimate of market value. When donors specify that grants and gifts be for particular purposes, the amount is included in the appropriate fund (see Fund Accounting above).

Resources expended

Resources expended are included in the Statement of Financial Activities ('SOFA') on an accruals basis, inclusive of any irrecoverable VAT. All costs have been directly attributed to one of the categories of the SOFA.

Management and administration costs are those costs incurred in running the charity as an organisation.

Tangible Fixed Assets

All assets or groups of similar assets costing £100 or more are capitalised at cost. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

The useful economic life of each class of assets is as follows:

Equipment 20% of cost.

Deferred Incoming Resources

Incoming resources received or receivable in the current accounting period but relating to the following one are recorded as "deferred income" and shown as creditors in the balance sheet.

Taxation

The Trust has charitable status and is afforded the tax exemptions set out in the Income Taxes Act 1988.

Stock

Stock has been valued by the Trustees and it has not been subject to external examination.

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2023****1 SALES**

	<u>2023</u>	<u>2022</u>
	<u>£</u>	<u>£</u>
Bookstall – books / cards	9	12
Postal – CDs	188	544
	<u>197</u>	<u>556</u>

2 SERVICES SUPPLIED

Magazine advertising	108	108
ESFH courier & search service	38	65
	<u>146</u>	<u>173</u>

3 MEETINGS IN ESSEX

Refreshments	61	4
	<u>61</u>	<u>4</u>

4 INTEREST RECEIVED

Charity Aid Foundation	4	4
COIF Deposit	942	5
	<u>946</u>	<u>9</u>

5 MERCHANDISING

Opening stock	395	558
Purchases	-	-
Closing stock at valuation	(390)	(395)
	<u>5</u>	<u>164</u>

6 SOCIETY PAYMENTS

Subscriptions payable - FFHS	847	790
Conference and fairs	179	551
	<u>1,026</u>	<u>1,341</u>

7 DEPRECIATION

Depreciation - equipment	204	271
Library	427	427
	<u>631</u>	<u>698</u>

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2023**

	<u>2023</u> <u>£</u>	<u>2022</u> <u>£</u>
8 MEETINGS IN ESSEX		
Teas at meetings	130	11
Speakers at meetings	1,223	1,630
	<u>1,352</u>	<u>1,641</u>
	—	—
9 THE ESSEX FAMILY HISTORIAN		
Printing	4,367	5,479
Postage	3,264	2,343
	<u>7,631</u>	<u>7,822</u>
	—	—
10 LIBRARY		
Opening stock	3,414	3,841
Purchases	8	-
Depreciation of library stock	(427)	(427)
	<u>2,995</u>	<u>3,414</u>
	—	—
11 FIXED ASSETS		
	Equipment	
	<u>£</u>	
COST/VALUATION		
At 1 April 2022	13,349	
Additions	-	
	<u>13,349</u>	
At 31 March 2023	—	
	—	
DEPRECIATION		
At 1 April 2022	11,760	
Charge for the year	204	
	<u>11,964</u>	
At 31 March 2023	—	
	—	
WRITTEN DOWN VALUE		
At 31 March 2023	1,385	
	<u>1,589</u>	
At 31 March 2022	—	

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE ACCOUNTS – 31 MARCH 2023****12 BANK BALANCES****CASH IN HAND**

	<u>2023</u>	<u>2022</u>
	<u>£</u>	<u>£</u>
Branches: Bank and Building		
Society accounts	1,040	614
Floats	-	-
Cash in hand	66	7
CAF – Current Account	5,554	6,021
CAF - Savings	38,799	30,028
COIF fund deposit Account	11,477	11,276
Co-Operative Bank	3,154	4,060
Paypal	1,215	1,345
	<u>61,305</u>	<u>53,351</u>

13 SUNDRY CREDITORS AND ACCRUALS

Accruals	5,127	906
Subscriptions paid in advance	8,950	10,564
	<u>14,077</u>	<u>11,469</u>

14 INVESTMENT

CCLA COIF Charities Investment Fund*		
(3036.06 Income Units @ 1944.25 per unit)**	56,885	59,029
(397.99 Income Units @ 1944.25 per unit)**	7,457	7,738
	<u>64,342</u>	<u>66,767</u>

*Purchased on 21/11/2013 under account no. 101410001T 3036.06 units in the COIF Charities Investment Fund Income Units at a total cost of £35,000.00.

Purchased 02/07/2015 under account no. 101410001T – 397.99 units in the COIF Charities Investment Fund Income Units at a total cost of £5,000.00.

** Selling price valuation at 31/03/2022

15 NET SURPLUS (DEFICIT) FOR THE YEAR

Headquarters		1,808	15,548
S.E. Branch	17	349	(463)
W. Branch	18	83	(190)
N.E. Branch	19	54	(517)
N.W. Branch	20	-	(29)
		<u>2,294</u>	<u>14,349</u>

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE ACCOUNTS – 31 MARCH 2023**

	<u>2023</u> <u>£</u>	<u>2022</u> <u>£</u>
16 SOUTH EAST ESSEX BRANCH		
INCOME		
Donations	745	-
Excess of income over expenditure	(349)	463
	<u>396</u>	<u>463</u>
	—	—
EXPENDITURE		
Meetings in Essex	27	-
Speakers	-	33
Postage & Stationery	1	-
Hire of accommodation	30	430
Miscellaneous	95	-
Payments to Head Office	243	-
	<u>396</u>	<u>463</u>
	—	—
17 WEST ESSEX BRANCH		
INCOME		
Miscellaneous Income	15	-
Meetings in Essex	3	-
Donations	131	-
Excess of income over expenditure	(83)	190
	<u>66</u>	<u>190</u>
	—	—
EXPENDITURE		
Speakers	63	190
Postage, stationery etc	3	-
	<u>66</u>	<u>190</u>
	—	—
18 NORTH EAST ESSEX BRANCH		
INCOME		
Donations	17	-
Meetings in Essex	46	3
Excess of income over expenditure	(54)	514
	<u>9</u>	<u>517</u>
	—	—
EXPENDITURE		
Meetings in Essex	9	11
Speakers	-	260
Postage and stationery	-	1
Hire of accommodation	-	245
	<u>9</u>	<u>517</u>
	—	—

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE ACCOUNTS – 31 MARCH 2023****19 NORTH WEST ESSEX BRANCH**

	<u>2023</u>	<u>2022</u>
	<u>£</u>	<u>£</u>
INCOME		
Excess of expenditure over income		29
	—	<u>29</u>
EXPENDITURE		
Hire of accommodation		29
	—	<u>29</u>
	—	—

**ESSEX SOCIETY FOR
FAMILY HISTORY**

FINANCIAL STATEMENTS

**FOR THE YEAR ENDED
31 MARCH 2023**

Charity No: 290552

**P KITTLE FFA FIPA FFTA
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FOR THE YEAR ENDED 31 MARCH 2023

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Approved by the trustees and signed on their behalf by:



Chair of trustees
Essex Society for Family History

INDEPENDENT EXAMINER'S REPORT TO
THE TRUSTEES OF ESSEX SOCIETY FOR FAMILY HISTORY

This report on the accounts of the trustees for the year ended 31 March 2023, which are set out on pages 5 to 12, is in respect of an examination carried out under Section 145 of the Charities Act 2011.

Respective responsibilities of the 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 Commissioners (under section 145(5)9(b) of the Charities Act); and
- To state whether in particular matters have come to my attention.

Basis of independent examiner's report

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:

- (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.



P Kittle FFA FIPA FFTA
 Financial Accountant
 37 Fraser Close
 Chelmsford
 Essex CM2 0TD

Date: 1 November 2023

ESSEX SOCIETY FOR FAMILY HISTORY
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023

	Notes	<u>2023</u> £	<u>2022</u> £
Incoming resources			
Subscriptions		21,980	24,088
Sales	1	197	556
Services supplied	2	146	173
Donations		1,905	773
Meetings in Essex	3	61	4
Interest received	4	946	9
Investment income		1,400	1,834
Find my past		2,403	2,987
Miscellaneous		3	-
TOTAL INCOMING RESOURCES		<u>29,041</u>	<u>30,424</u>
Resources expended			
Merchandising	5	5	164
Society payments	6	1,026	1,341
Search and certificates service		33	22
Depreciation	7	631	698
Meetings in Essex	8	1,352	1,641
Hire of accommodation		3,116	532
The Essex Family Historian	9	7,631	7,822
Postage, telephone, printing & stationery		2,847	1,103
Donations (Victoria CH – Essex)		900	1,150
ESFH Award		1,000	1,000
Projects		-	193
Credit card charge (PayPal)		428	407
Internet/computer maintenance		393	165
Bank charges		125	96
Research room expenses		-	17
Miscellaneous expenses		193	58
Website development		2,624	3,082
Travel		344	236
Zoom		768	768
		<u>23,416</u>	<u>20,495</u>
Examiners fees		906	906
TOTAL RESOURCES EXPENDED		<u>24,322</u>	<u>21,401</u>
Net income/(expenditure before gains & losses on investments)		<u>4,719</u>	<u>9,023</u>
Net gains/(losses) on investment		(2,425)	5,326
NET SURPLUS FOR YEAR CARRIED TO GENERAL FUND		<u>2,294</u>	<u>14,349</u>

The notes on pages 7 to 12 form part of these accounts

ESSEX SOCIETY FOR FAMILY HISTORY**BALANCE SHEET – 31 MARCH 2023**

	Notes	<u>2023</u>	<u>2022</u>
		£	£
FIXED ASSETS	11	1,385	1,589
CURRENT ASSETS			
STOCK			
Library	10	2,995	3,414
Books/CDs	5	390	395
		<u>3,385</u>	<u>3,809</u>
Investments	14	64,342	66,767
Bank balances and cash in hand	12	61,305	53,350
		<u>129,032</u>	<u>123,926</u>
CREDITORS and ACCRUALS			
Amounts falling due within one year			
Sundry creditors and accruals	13	(14,077)	11,469
		<u> </u>	<u> </u>
NET CURRENT ASSETS		114,955	112,457
NET ASSETS		<u>116,340</u>	<u>114,046</u>
REPRESENTED BY:			
GENERAL FUND - UNRESTRICTED			
Balance at 1 April 2022		114,046	99,697
Net Surplus for the year	15	2,294	14,349
Balance at 31 March 2023		<u>116,340</u>	<u>114,046</u>

Approved by the Committee of Trustees and signed on its behalf by:

Chair

Date of approval:


21/10/2023

The notes on pages 7 to 12 form part of these accounts

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2023****1 PRINCIPAL ACCOUNTING POLICIES****Accounting convention**

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective March 2000). In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2005) issued in March 2005.

Fund accounting

The charity's unrestricted funds consist of reserves which the charity may use for its purpose at its own discretion.

Incoming resources

Donations, legacies and similar incoming resources are recognised at their full amount in the period in which they are receivable. Gifts-in-kind are included at a reasonable estimate of market value. When donors specify that grants and gifts be for particular purposes, the amount is included in the appropriate fund (see Fund Accounting above).

Resources expended

Resources expended are included in the Statement of Financial Activities ('SOFA') on an accruals basis, inclusive of any irrecoverable VAT. All costs have been directly attributed to one of the categories of the SOFA.

Management and administration costs are those costs incurred in running the charity as an organisation.

Tangible Fixed Assets

All assets or groups of similar assets costing £100 or more are capitalised at cost. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

The useful economic life of each class of assets is as follows:

Equipment 20% of cost.

Deferred Incoming Resources

Incoming resources received or receivable in the current accounting period but relating to the following one are recorded as "deferred income" and shown as creditors in the balance sheet.

Taxation

The Trust has charitable status and is afforded the tax exemptions set out in the Income Taxes Act 1988.

Stock

Stock has been valued by the Trustees and it has not been subject to external examination.

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2023****1 SALES**

	<u>2023</u>	<u>2022</u>
	<u>£</u>	<u>£</u>
Bookstall – books / cards	9	12
Postal – CDs	188	544
	<u>197</u>	<u>556</u>

2 SERVICES SUPPLIED

Magazine advertising	108	108
ESFH courier & search service	38	65
	<u>146</u>	<u>173</u>

3 MEETINGS IN ESSEX

Refreshments	61	4
	<u>61</u>	<u>4</u>

4 INTEREST RECEIVED

Charity Aid Foundation	4	4
COIF Deposit	942	5
	<u>946</u>	<u>9</u>

5 MERCHANDISING

Opening stock	395	558
Purchases	-	-
Closing stock at valuation	(390)	(395)
	<u>5</u>	<u>164</u>

6 SOCIETY PAYMENTS

Subscriptions payable - FFHS	847	790
Conference and fairs	179	551
	<u>1,026</u>	<u>1,341</u>

7 DEPRECIATION

Depreciation - equipment	204	271
Library	427	427
	<u>631</u>	<u>698</u>

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2023**

	<u>2023</u> <u>£</u>	<u>2022</u> <u>£</u>
8 MEETINGS IN ESSEX		
Teas at meetings	130	11
Speakers at meetings	1,223	1,630
	<u>1,352</u>	<u>1,641</u>
	—	—
9 THE ESSEX FAMILY HISTORIAN		
Printing	4,367	5,479
Postage	3,264	2,343
	<u>7,631</u>	<u>7,822</u>
	—	—
10 LIBRARY		
Opening stock	3,414	3,841
Purchases	8	-
Depreciation of library stock	(427)	(427)
	<u>2,995</u>	<u>3,414</u>
	—	—
11 FIXED ASSETS		
	Equipment	
	<u>£</u>	
COST/VALUATION		
At 1 April 2022	13,349	
Additions	-	
	<u>13,349</u>	
At 31 March 2023	—	
	—	
DEPRECIATION		
At 1 April 2022	11,760	
Charge for the year	204	
	<u>11,964</u>	
At 31 March 2023	—	
	—	
WRITTEN DOWN VALUE		
At 31 March 2023	1,385	
	<u>1,589</u>	
At 31 March 2022	—	

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE ACCOUNTS – 31 MARCH 2023****12 BANK BALANCES****CASH IN HAND**

	<u>2023</u>	<u>2022</u>
	<u>£</u>	<u>£</u>
Branches: Bank and Building		
Society accounts	1,040	614
Floats	-	-
Cash in hand	66	7
CAF – Current Account	5,554	6,021
CAF - Savings	38,799	30,028
COIF fund deposit Account	11,477	11,276
Co-Operative Bank	3,154	4,060
Paypal	1,215	1,345
	<u>61,305</u>	<u>53,351</u>

13 SUNDRY CREDITORS AND ACCRUALS

Accruals	5,127	906
Subscriptions paid in advance	8,950	10,564
	<u>14,077</u>	<u>11,469</u>

14 INVESTMENT

CCLA COIF Charities Investment Fund*		
(3036.06 Income Units @ 1944.25 per unit)**	56,885	59,029
(397.99 Income Units @ 1944.25 per unit)**	7,457	7,738
	<u>64,342</u>	<u>66,767</u>

*Purchased on 21/11/2013 under account no. 101410001T 3036.06 units in the COIF Charities Investment Fund Income Units at a total cost of £35,000.00.

Purchased 02/07/2015 under account no. 101410001T – 397.99 units in the COIF Charities Investment Fund Income Units at a total cost of £5,000.00.

** Selling price valuation at 31/03/2022

15 NET SURPLUS (DEFICIT) FOR THE YEAR

Headquarters		1,808	15,548
S.E. Branch	17	349	(463)
W. Branch	18	83	(190)
N.E. Branch	19	54	(517)
N.W. Branch	20	-	(29)
		<u>2,294</u>	<u>14,349</u>

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE ACCOUNTS – 31 MARCH 2023**

	<u>2023</u> <u>£</u>	<u>2022</u> <u>£</u>
16 SOUTH EAST ESSEX BRANCH		
INCOME		
Donations	745	-
Excess of income over expenditure	(349)	463
	<u>396</u>	<u>463</u>
	—	—
EXPENDITURE		
Meetings in Essex	27	-
Speakers	-	33
Postage & Stationery	1	-
Hire of accommodation	30	430
Miscellaneous	95	-
Payments to Head Office	243	-
	<u>396</u>	<u>463</u>
	—	—
17 WEST ESSEX BRANCH		
INCOME		
Miscellaneous Income	15	-
Meetings in Essex	3	-
Donations	131	-
Excess of income over expenditure	(83)	190
	<u>66</u>	<u>190</u>
	—	—
EXPENDITURE		
Speakers	63	190
Postage, stationery etc	3	-
	<u>66</u>	<u>190</u>
	—	—
18 NORTH EAST ESSEX BRANCH		
INCOME		
Donations	17	-
Meetings in Essex	46	3
Excess of income over expenditure	(54)	514
	<u>9</u>	<u>517</u>
	—	—
EXPENDITURE		
Meetings in Essex	9	11
Speakers	-	260
Postage and stationery	-	1
Hire of accommodation	-	245
	<u>9</u>	<u>517</u>
	—	—

ESSEX SOCIETY FOR FAMILY HISTORYNOTES TO THE ACCOUNTS – 31 MARCH 2023**19 NORTH WEST ESSEX BRANCH**

	<u>2023</u>	<u>2022</u>
	<u>£</u>	<u>£</u>
INCOME		
Excess of expenditure over income		29
	—	<u>29</u>
	—	—
EXPENDITURE		
Hire of accommodation		29
	—	<u>29</u>
	—	—

Accounts

Essex Society for Family History Annual General Meeting 15 October 2022 Trustees' Report 2021-2022

Throughout the year we have had a presence at the Really Useful Show and Rootstech both online and we are grateful for all the volunteers who helped us answer queries over total of 73 hours at the two events. In the preparation for these shows we are grateful for the expertise of Trevor Rix in preparing the booth information.

We were given some stats by Rootstech after the show; there were 616 visitors to the booth; 865 pages of information were viewed and the people who visited or read the information came from 15 countries so we are gaining some good publicity and also new members.

We have attended several virtual coffee mornings organised by Family History Federation and picked up hints and tips plus discussing the running of hybrid meetings plus attended events at local libraries where we could discuss family history with visitors to our stand, and several of them joined the Society. Also, we had a presence on a couple of Radio stations in Essex where we were able to inform listeners about our Open Day and the library events.

During 2021-2022, a year which covered the end of Covid and the time we were coming out of the restrictions imposed, we held 39 zoom meetings of which seven were hybrid meetings. There were 3619 zoom attendees with 66 people attending in person at seven meetings at venues. This works out as an average of 93 attendees per zoom and nine attendees in person at venues. In addition to these talks there were several workshops where we hope the members have improved their knowledge about DNA, software packages and resources etc.

The talks organised by the planning group have been incorporated into the programme with many of the suggestions in the survey we ran last year being added. More will be added to the schedule for 2023 and they are always looking for other ideas for talks so if you have any, please contact the Society Programme Co-ordinator via our website.

With regards to projects, we have many members transcribing parish registers at home, in the research centre and at the Colchester branch meetings. This has increased the data in our genealogical database, which is available through our website to members, or to all, by purchase as digital downloads. The monumental inscriptions team are looking to complete several churchyards.

A member researching their own family history noticed that a church register was not listed in the Essex Record Office. She approached the church and informed the Society and we were able to borrow the register and then we paid the ERO to make a digital copy for the benefit of our members and other researchers using the ERO.

Essex Society for Family History
Annual General Meeting 15 October 2022
Trustees' Report 2021-2022

The Society is also reviewing its data from previous projects with a view to converting them to a modern computer format so that they can be incorporated into the databases on the web site. The complete set of Poor Law indexes which were originally published on microfiche, c1995 and later, in 2004, on compact disc, have now been uploaded to the website.

This year Paul Stirland our webmaster has, with help from John Lodge our website hosting manager, made improvements to the website and this has resulted in additional data being added to help members in their research

In keeping with our constitution, we have continued to make a donation to the Victoria County Histories project and our Student Award winner Julie Miller was presented with her Certificate at a meeting this year and she gave us a talk about her project relating to Quaker families from Essex who emigrated to America.

To ensure the smooth running of the Society we continue to review and, to amend where necessary, all processes, policies and codes of practice and these are accessible on our website and include contingency plans for roles within the Society.

During the year we sadly lost several of our members. Eric Probert, one of our Vice Presidents, who, during his membership of the Society, had twice been Chairman; a Programme Secretary; a volunteer at our research centre; a reviewer of Books for the Historian and helping organise Essex Family History Conferences.

Jack Baxter was one of the first members of the Society. Jack had edited books listing Essex Marriages 1754-1851 and Burials 1813 - 1865 and he was responsible for researching settlement material for the Rochford Hundred.

Dave Wells, a one-time editor of The Essex Family Historian, who in 2002 was awarded the Elizabeth Simpson Award for Family History Journal, an issue he had put together and which was considered the finest in a worldwide competition.

During the year Fred Feather retired as Vice President, after many years as Chairman, Editor and speaker and Helen Matten is standing down as a member of the executive committee and we thank them both for their contributions to the Society.

The Trustees thank everyone who helps the Society in the running of meetings, act as volunteers in the research room, carry out specific duties and participate at meetings as without you there would be no Society.

Essex Society for Family History
Annual General Meeting 15 October 2022
Trustees' Report 2021-2022

Finally we welcome to the Society our new Patron, the Rt Revd Dr Guli Francis-Dehqani who, when informed that as a Society we have gradually been transcribing the parish registers in Essex along with recording Monumental Inscriptions in order to make the information available to family historians and ensure the information is not lost due to erosion of the inscriptions on memorial stones, especially the oldest stones, observed that the Society is obviously doing valuable work to ensure that such information is not lost.

Elizabeth Cox - Chair

On behalf of the Trustees 15/10/2022

**ESSEX SOCIETY FOR
FAMILY HISTORY**
FINANCIAL STATEMENTS
**FOR THE YEAR ENDED
31 MARCH 2022**
Charity No: 290552

P KITTLE FFA FIPA FFTA
Financial Accountant

ESSEX SOCIETY FOR FAMILY HISTORY

TRUSTEES

Elizabeth Cox - Chair
 Meryl Rawlings - Secretary
 Tanya Sewell – Treasurer appointed 16.10.2021
 Ronald Knights
 Paul Stirland
 John Young
 Heather Feather
 Pauline Adlem
 Raymond Poole – resigned 16.10.2021
 Colleen Devenish
 Janice Sharpe
 Eric Jude
 Andrea Hewitt
 David Cooper – resigned 16.10.2021
 Helen Matten
 Mary Ann Rix
 Trevor William Rix
 David Malcolm Eniffer – resigned 16.10.2021
 Angela Susan Hillier – resigned 16.10.2021
 Barbara Harpin – appointed 16.10.2021

PRINCIPAL OFFICE

ESFH Research Centre
 C/O Essex Record Office
 Wharf Road
 Chelmsford
 CM2 6YT

CHARITY REGISTRATION

290552

INDEPENDENT EXAMINER

P Kittle FFA FIPA FFTA
 Financial Accountant
 37 Fraser Close
 Chelmsford
 Essex CM2 0TD

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	4	Independent Examiners Report
	5	Statement of Financial Activities
	6	Balance Sheet
	7 – 13	Notes to the accounts

ESSEX SOCIETY FOR FAMILY HISTORY

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2022

The trustees present their report along with the financial statements of the charity for the period ended 31 March 2022. The financial statements have been prepared in accordance with the accounting policies set out on page 7 and comply with the charity's trust deed and applicable law.

Constitution and objects

Essex Society for Family History is constituted under a trust deed dated 6th October 1994, revised in minor respects on 20/2/99, 20/9/03 and 27/9/08.

The charity's objects are to promote and encourage the public study of British Family History, genealogy, heraldry and local history with particular reference to Essex and to promote the preservation, security and accessibility of archival material.

Organisation

The trustees who have served during the period are set out on page 1. The trustees are elected from fully paid up members of the society. Members of the committee are subject to election or re-election at the Annual General Meeting for one year. The chairman shall be in office for not more than five consecutive years and must have a break of one year before seeking re-election.

Related Parties

The charity has a close relationship with The Federation of Family History Societies (FFHS). Details of the financial and other support provided by the Essex Society for Family History is detailed in note 6.

Reserves Policy

The charity's policy is to maintain sufficient reserves to cover its operational costs for at least the following 3 months. At the year end, the charity had sufficient reserves to comply with this policy. The level of reserves is kept under close scrutiny by the trustees.

Risk Management

The trustees have examined the major operational, strategic and business risks which the charity faces and confirm that appropriate systems are in place to mitigate the effects of these risks.

Public Benefit

The Trustees have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charities Commission. They have referred to the guidance in the Charity Commission's general guidance on Public Benefit when reviewing the Trust's aims and objectives and in planning future activities as demonstrated above.

ESSEX SOCIETY FOR FAMILY HISTORY

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2022

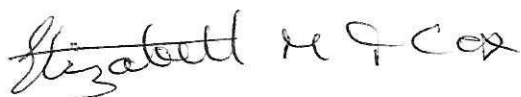
Trustee's responsibilities in relation to the financial statements

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial period, which give a true and fair view of the charity's financial activities during the period and of its financial position at the end of the period. In preparing those financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- 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 accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. 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 the trustees and signed on their behalf by:



Chair of trustees
Essex Society for Family History

2 September 2022

INDEPENDENT EXAMINER'S REPORT TO
THE TRUSTEES OF ESSEX SOCIETY FOR FAMILY HISTORY

This report on the accounts of the trustees for the year ended 31 March 2022, which are set out on pages 5 to 12, is in respect of an examination carried out under Section 145 of the Charities Act 2011.

Respective responsibilities of the 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 Commissioners (under section 145(5)9(b) of the Charities Act); and
- To state whether in particular matters have come to my attention.

Basis of independent examiner's report

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:

- (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.



P Kittle FFA FIPA FFTA
 Financial Accountant
 37 Fraser Close
 Chelmsford
 Essex CM2 0TD

Date: 6 September 2022

ESSEX SOCIETY FOR FAMILY HISTORY
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022

	Notes	<u>2022</u> £	<u>2021</u> £
Incoming resources			
Subscriptions		24,088	21,212
Sales	1	556	1,244
Services supplied	2	173	221
Donations		773	275
Meetings in Essex	3	4	-
Interest received	4	9	17
Investment income		1,834	1,798
Find my past		2,987	3,470
Miscellaneous		-	6
TOTAL INCOMING RESOURCES		<u>30,424</u>	<u>28,243</u>
Resources expended			
Merchandising	5	164	362
Society payments	6	1,341	1,128
Search and certificates service		22	102
Depreciation	7	698	795
Meetings in Essex	8	1,641	1,420
Hire of accommodation		532	1,877
The Essex Family Historian	9	7,822	8,010
Postage, telephone, printing & stationery		1,103	847
Donations (Victoria CH – Essex)		1,150	1,000
ESFH Award		1,000	500
Projects		193	128
Credit card charge		407	551
Internet/computer maintenance		165	95
Bank charges		96	40
Committee expenses		40	24
Research room expenses		17	-
Miscellaneous expenses		58	121
Website development		3,082	2,185
Travel		196	-
Zoom		768	-
		<u>20,495</u>	<u>19,185</u>
Examiners fees		906	850
TOTAL RESOURCES EXPENDED		<u>21,401</u>	<u>20,035</u>
Net income/(expenditure before gains & losses on investments)		<u>9,023</u>	<u>8,208</u>
Net gains/(losses) on investment		5,326	10,537
NET SURPLUS FOR YEAR CARRIED TO GENERAL FUND		<u>14,349</u>	<u>18,745</u>

The notes on pages 7 to 12 form part of these accounts

ESSEX SOCIETY FOR FAMILY HISTORY**BALANCE SHEET – 31 MARCH 2022**

	Notes	<u>2022</u>	<u>2021</u>
		£	£
FIXED ASSETS	11	1,589	1,620
CURRENT ASSETS			
STOCK			
Library	10	3,414	3,841
Books/CDs	5	395	558
		<u>3,809</u>	<u>4,399</u>
Investments	14	66,767	61,440
Bank balances and cash in hand	12	53,350	46,762
		<u>123,926</u>	<u>112,601</u>
CREDITORS and ACCRUALS			
Amounts falling due within one year			
Sundry creditors and accruals	13	11,469	14,524
		<u></u>	<u></u>
NET CURRENT ASSETS		112,457	98,077
NET ASSETS		<u>114,046</u>	<u>99,697</u>
REPRESENTED BY:			
GENERAL FUND - UNRESTRICTED			
Balance at 1 April 2021		99,697	80,952
Net Surplus for the year	15	14,349	18,745
Balance at 31 March 2022		<u>114,046</u>	<u>99,697</u>

Approved by the Committee of Trustees and signed on its behalf by:



Chair

Date of approval: 2 September 2022

The notes on pages 7 to 12 form part of these accounts

ESSEX SOCIETY FOR FAMILY HISTORY

NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2022

1 PRINCIPAL ACCOUNTING POLICIES

Accounting convention

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective March 2000). In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2005) issued in March 2005.

Fund accounting

The charity's unrestricted funds consist of reserves which the charity may use for its purpose at its own discretion.

Incoming resources

Donations, legacies and similar incoming resources are recognised at their full amount in the period in which they are receivable. Gifts-in-kind are included at a reasonable estimate of market value. When donors specify that grants and gifts be for particular purposes, the amount is included in the appropriate fund (see Fund Accounting above).

Resources expended

Resources expended are included in the Statement of Financial Activities ('SOFA') on an accruals basis, inclusive of any irrecoverable VAT. All costs have been directly attributed to one of the categories of the SOFA.

Management and administration costs are those costs incurred in running the charity as an organisation.

Tangible Fixed Assets

All assets or groups of similar assets costing £100 or more are capitalised at cost. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

The useful economic life of each class of assets is as follows:
Equipment 20% of cost.

Deferred Incoming Resources

Incoming resources received or receivable in the current accounting period but relating to the following one are recorded as "deferred income" and shown as creditors in the balance sheet.

Taxation

The Trust has charitable status and is afforded the tax exemptions set out in the Income Taxes Act 1988.

Stock

Stock has been valued by the Trustees and it has not been subject to external examination.

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2022****1 SALES**

	<u>2022</u>	<u>2021</u>
	£	£
Bookstall – books / cards	12	24
Postal – CDs	544	1,220
	<u>556</u>	<u>1,244</u>

2 SERVICES SUPPLIED

Magazine advertising	108	112
ESFH courier & search service	65	109
	<u>173</u>	<u>221</u>

3 MEETINGS IN ESSEX

Refreshments	4	-
	<u>4</u>	<u>-</u>

4 INTEREST RECEIVED

Charity Aid Foundation	4	4
COIF Deposit	5	13
	<u>9</u>	<u>17</u>

5 MERCHANDISING

Opening stock	558	762
Purchases	-	159
Closing stock at valuation	(395)	(558)
	<u>164</u>	<u>363</u>

6 SOCIETY PAYMENTS

Subscriptions payable - FFHS	790	633
Conference and fairs	551	495
	<u>1,341</u>	<u>1,128</u>

7 DEPRECIATION

Depreciation - equipment	271	368
Library	427	427
	<u>698</u>	<u>795</u>

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2022**

	<u>2022</u> <u>£</u>	<u>2021</u> <u>£</u>
8 MEETINGS IN ESSEX		
Teas at meetings	11	-
Speakers at meetings	1,630	1,420
	<u>1,641</u>	<u>1,420</u>
	<u> </u>	<u> </u>
9 THE ESSEX FAMILY HISTORIAN		
Printing	5,479	5,581
Postage	2,343	2,429
	<u>7,822</u>	<u>8,010</u>
	<u> </u>	<u> </u>
10 LIBRARY		
Opening stock	3,841	4,268
Depreciation of library stock	(427)	(427)
	<u>3,414</u>	<u>3,841</u>
	<u> </u>	<u> </u>
11 FIXED ASSETS		
	Equipment	
	<u>£</u>	
COST/VALUATION		
At 1 April 2021	13,109	
Additions	240	
	<u>13,349</u>	
At 31 March 2022	<u> </u>	
	<u> </u>	
DEPRECIATION		
At 1 April 2021	11,489	
Charge for the year	271	
	<u>11,760</u>	
At 31 March 2022	<u> </u>	
	<u> </u>	
WRITTEN DOWN VALUE		
At 31 March 2022	1,589	
	<u> </u>	
At 31 March 2021	<u>1,620</u>	
	<u> </u>	

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE ACCOUNTS – 31 MARCH 2022****12 BANK BALANCES****CASH IN HAND**

	<u>2022</u>	<u>2021</u>
	<u>£</u>	<u>£</u>
Branches: Bank and Building		
Society accounts	614	729
Floats	-	200
Cash in hand	7	4
CAF – Current Account	6,021	10,457
CAF - Savings	30,028	8,024
COIF fund deposit Account	11,276	11,272
Co-Operative Bank	4,060	12,948
Paypal	1,345	3,128
	<u>53,351</u>	<u>46,762</u>

13 SUNDRY CREDITORS AND ACCRUALS

Accruals	906	850
Subscriptions paid in advance	10,564	13,674
	<u>11,469</u>	<u>14,524</u>

14 INVESTMENT

CCLA COIF Charities Investment Fund*		
(3036.06 Income Units @ 1944.25 per unit)**	59,029	54,320
(397.99 Income Units @ 1944.25 per unit)**	7,738	7,121
	<u>66,767</u>	<u>61,441</u>

*Purchased on 21/11/2013 under account no. 101410001T 3036.06 units in the COIF Charities Investment Fund Income Units at a total cost of £35,000.00.

Purchased 02/07/2015 under account no. 101410001T – 397.99 units in the COIF Charities Investment Fund Income Units at a total cost of £5,000.00.

** Selling price valuation at 31/03/2022

15 NET SURPLUS (DEFICIT) FOR THE YEAR

Headquarters		15,548	20,916
S.E. Branch	17	(463)	(255)
W. Branch	18	(190)	(1,537)
N.E. Branch	19	(517)	(322)
N.W. Branch	20	(29)	(58)
		<u>14,349</u>	<u>18,744</u>

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE ACCOUNTS – 31 MARCH 2022**

	<u>2022</u> <u>£</u>	<u>2021</u> <u>£</u>
16 SOUTH EAST ESSEX BRANCH		
INCOME		
Donations	-	25
Excess of expenditure over income	463	255
	<u>463</u>	<u>280</u>
EXPENDITURE		
Speakers	33	80
Hire of accommodation	430	200
	<u>463</u>	<u>280</u>
17 WEST ESSEX BRANCH		
INCOME		
Excess of expenditure over income	190	1,537
	<u>190</u>	<u>1,537</u>
EXPENDITURE		
Speakers	190	375
Hire of accommodation	-	1,156
Postage, stationery etc	-	6
	<u>190</u>	<u>1,537</u>
18 NORTH EAST ESSEX BRANCH		
INCOME		
Meetings in Essex	3	-
Excess of expenditure over income	514	322
	<u>517</u>	<u>322</u>
EXPENDITURE		
Meetings in Essex	11	-
Speakers	260	295
Postage and stationery	1	27
Hire of accommodation	245	-
	<u>517</u>	<u>322</u>

ESSEX SOCIETY FOR FAMILY HISTORYNOTES TO THE ACCOUNTS – 31 MARCH 2022**19 NORTH WEST ESSEX BRANCH**

	<u>2022</u> <u>£</u>	<u>2021</u> <u>£</u>
INCOME		
Excess of expenditure over income	29	58
	<u>29</u>	<u>58</u>
	—	—
EXPENDITURE		
Hire of accommodation	29	58
	<u>29</u>	<u>58</u>
	—	—

**ESSEX SOCIETY FOR
FAMILY HISTORY**
FINANCIAL STATEMENTS
**FOR THE YEAR ENDED
31 MARCH 2022**
Charity No: 290552

P KITTLE FFA FIPA FFTA
Financial Accountant

ESSEX SOCIETY FOR FAMILY HISTORY

TRUSTEES

Elizabeth Cox - Chair
 Meryl Rawlings - Secretary
 Tanya Sewell – Treasurer appointed 16.10.2021
 Ronald Knights
 Paul Stirland
 John Young
 Heather Feather
 Pauline Adlem
 Raymond Poole – resigned 16.10.2021
 Colleen Devenish
 Janice Sharpe
 Eric Jude
 Andrea Hewitt
 David Cooper – resigned 16.10.2021
 Helen Matten
 Mary Ann Rix
 Trevor William Rix
 David Malcolm Eniffer – resigned 16.10.2021
 Angela Susan Hillier – resigned 16.10.2021
 Barbara Harpin – appointed 16.10.2021

PRINCIPAL OFFICE

ESFH Research Centre
 C/O Essex Record Office
 Wharf Road
 Chelmsford
 CM2 6YT

CHARITY REGISTRATION

290552

INDEPENDENT EXAMINER

P Kittle FFA FIPA FFTA
 Financial Accountant
 37 Fraser Close
 Chelmsford
 Essex CM2 0TD

CONTENTS

Pages	2 – 3	Trustees Report
	4	Independent Examiners Report
	5	Statement of Financial Activities
	6	Balance Sheet
	7 – 13	Notes to the accounts

ESSEX SOCIETY FOR FAMILY HISTORY

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2022

The trustees present their report along with the financial statements of the charity for the period ended 31 March 2022. The financial statements have been prepared in accordance with the accounting policies set out on page 7 and comply with the charity's trust deed and applicable law.

Constitution and objects

Essex Society for Family History is constituted under a trust deed dated 6th October 1994, revised in minor respects on 20/2/99, 20/9/03 and 27/9/08.

The charity's objects are to promote and encourage the public study of British Family History, genealogy, heraldry and local history with particular reference to Essex and to promote the preservation, security and accessibility of archival material.

Organisation

The trustees who have served during the period are set out on page 1. The trustees are elected from fully paid up members of the society. Members of the committee are subject to election or re-election at the Annual General Meeting for one year. The chairman shall be in office for not more than five consecutive years and must have a break of one year before seeking re-election.

Related Parties

The charity has a close relationship with The Federation of Family History Societies (FFHS). Details of the financial and other support provided by the Essex Society for Family History is detailed in note 6.

Reserves Policy

The charity's policy is to maintain sufficient reserves to cover its operational costs for at least the following 3 months. At the year end, the charity had sufficient reserves to comply with this policy. The level of reserves is kept under close scrutiny by the trustees.

Risk Management

The trustees have examined the major operational, strategic and business risks which the charity faces and confirm that appropriate systems are in place to mitigate the effects of these risks.

Public Benefit

The Trustees have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charities Commission. They have referred to the guidance in the Charity Commission's general guidance on Public Benefit when reviewing the Trust's aims and objectives and in planning future activities as demonstrated above.

ESSEX SOCIETY FOR FAMILY HISTORY

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2022

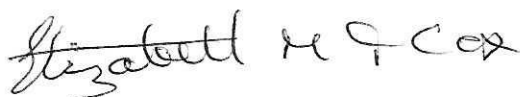
Trustee's responsibilities in relation to the financial statements

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial period, which give a true and fair view of the charity's financial activities during the period and of its financial position at the end of the period. In preparing those financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- 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 accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. 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 the trustees and signed on their behalf by:



Chair of trustees
Essex Society for Family History

2 September 2022

INDEPENDENT EXAMINER'S REPORT TO
THE TRUSTEES OF ESSEX SOCIETY FOR FAMILY HISTORY

This report on the accounts of the trustees for the year ended 31 March 2022, which are set out on pages 5 to 12, is in respect of an examination carried out under Section 145 of the Charities Act 2011.

Respective responsibilities of the 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 Commissioners (under section 145(5)9(b) of the Charities Act); and
- To state whether in particular matters have come to my attention.

Basis of independent examiner's report

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:

- (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.



P Kittle FFA FIPA FFTA
Financial Accountant
37 Fraser Close
Chelmsford
Essex CM2 0TD

Date: 6 September 2022

ESSEX SOCIETY FOR FAMILY HISTORY
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022

	Notes	<u>2022</u> £	<u>2021</u> £
Incoming resources			
Subscriptions		24,088	21,212
Sales	1	556	1,244
Services supplied	2	173	221
Donations		773	275
Meetings in Essex	3	4	-
Interest received	4	9	17
Investment income		1,834	1,798
Find my past		2,987	3,470
Miscellaneous		-	6
TOTAL INCOMING RESOURCES		<u>30,424</u>	<u>28,243</u>
Resources expended			
Merchandising	5	164	362
Society payments	6	1,341	1,128
Search and certificates service		22	102
Depreciation	7	698	795
Meetings in Essex	8	1,641	1,420
Hire of accommodation		532	1,877
The Essex Family Historian	9	7,822	8,010
Postage, telephone, printing & stationery		1,103	847
Donations (Victoria CH – Essex)		1,150	1,000
ESFH Award		1,000	500
Projects		193	128
Credit card charge		407	551
Internet/computer maintenance		165	95
Bank charges		96	40
Committee expenses		40	24
Research room expenses		17	-
Miscellaneous expenses		58	121
Website development		3,082	2,185
Travel		196	-
Zoom		768	-
		<u>20,495</u>	<u>19,185</u>
Examiners fees		906	850
TOTAL RESOURCES EXPENDED		<u>21,401</u>	<u>20,035</u>
Net income/(expenditure before gains & losses on investments)		<u>9,023</u>	<u>8,208</u>
Net gains/(losses) on investment		5,326	10,537
NET SURPLUS FOR YEAR CARRIED TO GENERAL FUND		<u>14,349</u>	<u>18,745</u>

The notes on pages 7 to 12 form part of these accounts

ESSEX SOCIETY FOR FAMILY HISTORY**BALANCE SHEET – 31 MARCH 2022**

	Notes	<u>2022</u>	<u>2021</u>
		£	£
FIXED ASSETS	11	1,589	1,620
CURRENT ASSETS			
STOCK			
Library	10	3,414	3,841
Books/CDs	5	395	558
		<u>3,809</u>	<u>4,399</u>
Investments	14	66,767	61,440
Bank balances and cash in hand	12	53,350	46,762
		<u>123,926</u>	<u>112,601</u>
CREDITORS and ACCRUALS			
Amounts falling due within one year			
Sundry creditors and accruals	13	11,469	14,524
		<u>11,469</u>	<u>14,524</u>
NET CURRENT ASSETS		112,457	98,077
NET ASSETS		<u>114,046</u>	<u>99,697</u>
REPRESENTED BY:			
GENERAL FUND - UNRESTRICTED			
Balance at 1 April 2021		99,697	80,952
Net Surplus for the year	15	14,349	18,745
Balance at 31 March 2022		<u>114,046</u>	<u>99,697</u>

Approved by the Committee of Trustees and signed on its behalf by:



Chair

Date of approval: 2 September 2022

The notes on pages 7 to 12 form part of these accounts

ESSEX SOCIETY FOR FAMILY HISTORY

NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2022

1 PRINCIPAL ACCOUNTING POLICIES

Accounting convention

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective March 2000). In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2005) issued in March 2005.

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The useful economic life of each class of assets is as follows:
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Magazine advertising	108	112
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Refreshments	4	-
	<u>4</u>	<u>-</u>

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COST/VALUATION		
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	<u> </u>	
DEPRECIATION		
At 1 April 2021	11,489	
Charge for the year	271	
	<u>11,760</u>	
At 31 March 2022	<u> </u>	
	<u> </u>	
WRITTEN DOWN VALUE		
At 31 March 2022	1,589	
	<u> </u>	
At 31 March 2021	<u>1,620</u>	
	<u> </u>	

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE ACCOUNTS – 31 MARCH 2022****12 BANK BALANCES****CASH IN HAND**

	<u>2022</u>	<u>2021</u>
	<u>£</u>	<u>£</u>
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Cash in hand	7	4
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*Purchased on 21/11/2013 under account no. 101410001T 3036.06 units in the COIF Charities Investment Fund Income Units at a total cost of £35,000.00.

Purchased 02/07/2015 under account no. 101410001T – 397.99 units in the COIF Charities Investment Fund Income Units at a total cost of £5,000.00.

** Selling price valuation at 31/03/2022

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Headquarters		15,548	20,916
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N.E. Branch	19	(517)	(322)
N.W. Branch	20	(29)	(58)
		<u>14,349</u>	<u>18,744</u>

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE ACCOUNTS – 31 MARCH 2022**

	<u>2022</u> <u>£</u>	<u>2021</u> <u>£</u>
16 SOUTH EAST ESSEX BRANCH		
INCOME		
Donations	-	25
Excess of expenditure over income	463	255
	<u>463</u>	<u>280</u>
EXPENDITURE		
Speakers	33	80
Hire of accommodation	430	200
	<u>463</u>	<u>280</u>
17 WEST ESSEX BRANCH		
INCOME		
Excess of expenditure over income	190	1,537
	<u>190</u>	<u>1,537</u>
EXPENDITURE		
Speakers	190	375
Hire of accommodation	-	1,156
Postage, stationery etc	-	6
	<u>190</u>	<u>1,537</u>
18 NORTH EAST ESSEX BRANCH		
INCOME		
Meetings in Essex	3	-
Excess of expenditure over income	514	322
	<u>517</u>	<u>322</u>
EXPENDITURE		
Meetings in Essex	11	-
Speakers	260	295
Postage and stationery	1	27
Hire of accommodation	245	-
	<u>517</u>	<u>322</u>

ESSEX SOCIETY FOR FAMILY HISTORYNOTES TO THE ACCOUNTS – 31 MARCH 2022**19 NORTH WEST ESSEX BRANCH**

	<u>2022</u> <u>£</u>	<u>2021</u> <u>£</u>
INCOME		
Excess of expenditure over income	29	58
	<u>29</u>	<u>58</u>
	—	—
EXPENDITURE		
Hire of accommodation	29	58
	<u>29</u>	<u>58</u>
	—	—

Accounts

Trustees' Report 2020-2021

by John Young Vice Chair

We have maintained our normal activities, despite the pandemic, although in a radically different way. All meetings have been conducted online, using Zoom software, making them available to all members, wherever they live. Up to four talks or workshops have been offered each month and have been attended by a far greater number of members and guests than we have ever seen at live meetings. A highlight was a Workshop, which attracted a large number of non-members. All members, now have the opportunity, not only to enjoy our talks, but to converse with each other across the world. Approximately half our members live out of county, with a significant number overseas, from Australia to North America. Even local members, for reasons of health and/or lack of transport, have been able to join in. The online arrangements have led to lots of positive feedback and does enable individuals to have every opportunity to be fully involved in the Society at large.

We are determined that all future member meetings will be available online. We have begun to experiment with hybrid meetings, where the Zoom session is projected at our regular venues. This enables groups of members to come together to participate in the meetings. So far, personal attendance has been limited and we are still to resolve some technical issues. We will continue to experiment in the hope that we can provide the greatest possible choice for our members.

Alongside our successful online meetings, the Society has taken part in several online Family History Fairs. The first, organised by the Family History Federation, resulted in the recruitment of twice the number we would have expected at an equivalent live event. We then exhibited at RootsTech 2021, a major international event organised by Family Search in Utah, USA. We gained many more members during that show. Recently, a presentation on the upcoming RootsTech 2022, used our 2021 booth as "a great example" of good practice. We would like to thank all 23 volunteers who helped to run our booth, without a break, for 84 hours over three days.

A recruitment campaign, led by an article in a widely circulated third party online newsletter, and interviews on both national and local radio, contributed to an increase in our membership of 25%.

Other activities have continued, as normal, including our support for the Victoria County History publications and our Student Award. For the first time we made a donation to the War Memorial Trust to help support their

work preserving war memorials which are an important source of information for family historians.

Our website has been upgraded, with new content.

The only setback during the year was the decision of members in the North-West Essex area to cease to operate as a Branch. Sincere thanks are sent to past and present members who carried out valuable transcription work for the benefit of the whole Society.

All in all, it has been a very successful year for the Society despite the difficulties imposed by the pandemic. Reduced expenditure on premises for meetings, and increased income from new members, has resulted in a healthy surplus. We are examining ways of spending this surplus to enable digitisation of records to make them more widely available.

Finally, we thank our Treasurer Ron Knights who is standing down after serving for fifteen years. He will continue to support our new Treasurer Tanya Sewell to ensure a smooth handover. Thanks also goes to Angela Hillier, Ray Poole and David Cooper for their contributions to the Executive Committee and who have all decided to step down. Lastly thanks goes to our retiring Chair David Eniffer as he completed his second stint in the roll and who is handing the reigns over to Elizabeth Cox.

**ESSEX SOCIETY FOR
FAMILY HISTORY**

FINANCIAL STATEMENTS

**FOR THE YEAR ENDED
31 MARCH 2021**

Charity No: 290552

P KITTLE FFA FIPA FFTA
Financial Accountant

ESSEX SOCIETY FOR FAMILY HISTORY

TRUSTEES

Meryl Rawlings - Secretary
 Ronald Knights – Treasurer
 Paul Stirland
 John Young
 Elizabeth Cox
 Heather Feather
 Pauline Adlem
 Raymond Poole
 Colleen Devenish
 Janice Sharpe
 Eric Jude
 Andrea Hewitt
 David Cooper
 Helen Matten – appointed 21.9.2019
 Mary Ann Rix – appointed 17.10.2020
 Trevor William Rix – appointed 17.10.2020
 David Malcolm Eniffer – appointed 17.10.2020
 Angela Susan Hillier – appointed 17.10.2020

PRINCIPAL OFFICE

ESFH Research Centre
 C/O Essex Record Office
 Wharf Road
 Chelmsford
 CM2 6YT

CHARITY REGISTRATION

290552

INDEPENDENT EXAMINER

P Kittle FFA FIPA FFTA
 Financial Accountant
 37 Fraser Close
 Chelmsford
 Essex CM2 0TD

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	4	Independent Examiners Report
	5	Statement of Financial Activities
	6	Balance Sheet
	7 – 13	Notes to the accounts

ESSEX SOCIETY FOR FAMILY HISTORY

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2021

The trustees present their report along with the financial statements of the charity for the period ended 31 March 2021. The financial statements have been prepared in accordance with the accounting policies set out on page 7 and comply with the charity's trust deed and applicable law.

Constitution and objects

Essex Society for Family History is constituted under a trust deed dated 6th October 1994, revised in minor respects on 20/2/99, 20/9/03 and 27/9/08.

The charity's objects are to promote and encourage the public study of British Family History, genealogy, heraldry and local history with particular reference to Essex and to promote the preservation, security and accessibility of archival material.

Organisation

The trustees who have served during the period are set out on page 1. The trustees are elected from fully paid up members of the society. Members of the committee are subject to election or re-election at the Annual General Meeting for one year. The chairman shall be in office for not more than five consecutive years and must have a break of one year before seeking re-election.

Related Parties

The charity has a close relationship with The Federation of Family History Societies (FFHS). Details of the financial and other support provided by the Essex Society for Family History is detailed in note 6.

Reserves Policy

The charity's policy is to maintain sufficient reserves to cover its operational costs for at least the following 3 months. At the year end, the charity had sufficient reserves to comply with this policy. The level of reserves is kept under close scrutiny by the trustees.

Risk Management

The trustees have examined the major operational, strategic and business risks which the charity faces and confirm that appropriate systems are in place to mitigate the effects of these risks.

Public Benefit

The Trustees have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charities Commission. They have referred to the guidance in the Charity Commission's general guidance on Public Benefit when reviewing the Trust's aims and objectives and in planning future activities as demonstrated above.

ESSEX SOCIETY FOR FAMILY HISTORY

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2021

Trustee's responsibilities in relation to the financial statements

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial period, which give a true and fair view of the charity's financial activities during the period and of its financial position at the end of the period. In preparing those financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- 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 accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. 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 the trustees and signed on their behalf by:

Chair of trustees
Essex Society for Family History

INDEPENDENT EXAMINER'S REPORT TO
THE TRUSTEES OF ESSEX SOCIETY FOR FAMILY HISTORY

This report on the accounts of the trustees for the year ended 31 March 2021, which are set out on pages 5 to 13, is in respect of an examination carried out under Section 145 of the Charities Act 2011.

Respective responsibilities of the 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 Commissioners (under section 145(5)9(b) of the Charities Act); and
- To state whether in particular matters have come to my attention.

Basis of independent examiner's report

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:

- (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.

P Kittle FFA FIPA FFTA
Financial Accountant
37 Fraser Close
Chelmsford
Essex CM2 OTD

Date:

ESSEX SOCIETY FOR FAMILY HISTORY
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021

	Notes	<u>2021</u> <u>£</u>	<u>2020</u> <u>£</u>
Incoming resources			
Subscriptions		21,212	21,752
Gift aid		-	-
Sales	1	1,244	935
Services supplied	2	221	506
Donations		275	1,413
Meetings in Essex	3	-	602
Interest received	4	17	90
Investment income		1,798	1,763
Find my past		3,470	4,250
Miscellaneous		6	-
TOTAL INCOMING RESOURCES		<u>28,243</u>	<u>31,311</u>
Resources expended			
Merchandising	5	362	364
Society payments	6	1,128	1,687
Search and certificates service		102	139
Depreciation	7	795	438
Meetings in Essex	8	1,420	2,466
Hire of accommodation		1,877	5,633
The Essex Family Historian	9	8,009	6,957
Postage, telephone, printing & stationery		847	1,575
Donations (Victoria CH – Essex)		1,000	750
ESFH Award		500	500
Projects		128	322
Credit card charge		551	325
Internet/computer maintenance		95	300
Bank charges		40	15
Committee expenses		24	627
Research room expenses		-	185
Miscellaneous expenses		123	467
Website development		2,185	2,230
		<u>19,186</u>	<u>24,980</u>
Examiners fees		850	840
TOTAL RESOURCES EXPENDED		<u>20,036</u>	<u>25,820</u>
Net income/(expenditure before gains & losses on investments)		<u>8,207</u>	<u>5,491</u>
Net gains/(losses) on investment		(10,537)	(1656)
NET SURPLUS FOR YEAR CARRIED TO GENERAL FUND		<u>18,745</u>	<u>3,835</u>

The notes on pages 7 to 13 form part of these accounts

ESSEX SOCIETY FOR FAMILY HISTORY**BALANCE SHEET – 31 MARCH 2021**

	Notes	<u>2021</u>	<u>2020</u>
		£	£
FIXED ASSETS	11	1,620	1,988
CURRENT ASSETS			
STOCK			
Library	10	3,841	4,268
Books/CDs	5	558	762
Investments	14	61,440	50,903
Bank balances and cash in hand	12	46,762	32,563
		<u>112,601</u>	<u>88,496</u>
CREDITORS and ACCRUALS			
Amounts falling due within one year			
Sundry creditors and accruals	13	14,524	9,532
		<u>14,524</u>	<u>9,532</u>
NET CURRENT ASSETS		98,077	78,964
NET ASSETS		<u>99,697</u>	<u>80,952</u>
REPRESENTED BY:			
GENERAL FUND - UNRESTRICTED			
Balance at 1 April 2020		80,952	77,117
Net Surplus for the year	15	18,745	3,835
Balance at 31 March 2021		<u>99,697</u>	<u>80,952</u>

Approved by the Committee of Trustees and signed on its behalf by:

Chair

Date of approval:

The notes on pages 7 to 13 form part of these accounts

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2021****1 PRINCIPAL ACCOUNTING POLICIES****Accounting convention**

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective March 2000). In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2005) issued in March 2005.

Fund accounting

The charity's unrestricted funds consist of reserves which the charity may use for its purpose at its own discretion.

Incoming resources

Donations, legacies and similar incoming resources are recognised at their full amount in the period in which they are receivable. Gifts-in-kind are included at a reasonable estimate of market value. When donors specify that grants and gifts be for particular purposes, the amount is included in the appropriate fund (see Fund Accounting above).

Resources expended

Resources expended are included in the Statement of Financial Activities ('SOFA') on an accruals basis, inclusive of any irrecoverable VAT. All costs have been directly attributed to one of the categories of the SOFA.

Management and administration costs are those costs incurred in running the charity as an organisation.

Tangible Fixed Assets

All assets or groups of similar assets costing £100 or more are capitalised at cost. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

The useful economic life of each class of assets is as follows:

Equipment 20% of cost.

Deferred Incoming Resources

Incoming resources received or receivable in the current accounting period but relating to the following one are recorded as "deferred income" and shown as creditors in the balance sheet.

Taxation

The Trust has charitable status and is afforded the tax exemptions set out in the Income Taxes Act 1988.

Stock

Stock has been valued by the Trustees and it has not been subject to external examination.

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2021****1 SALES**

	<u>2021</u>	<u>2020</u>
	<u>£</u>	<u>£</u>
Bookstall – books / cards	24	488
Bookstall – CDs	-	17
Postal – CDs	1,220	430
	<u>1,244</u>	<u>935</u>

2 SERVICES SUPPLIED

Magazine advertising	112	313
ESFH courier & search service	109	193
	<u>221</u>	<u>506</u>

3 MEETINGS IN ESSEX

Refreshments	-	602
	<u>-</u>	<u>-</u>

4 INTEREST RECEIVED

Charity Aid Foundation	4	-
COIF Deposit	13	90
	<u>17</u>	<u>90</u>

5 MERCHANDISING

Opening stock	762	902
Purchases	159	224
Closing stock at valuation	(558)	(762)
	<u>363</u>	<u>364</u>

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2021**

	<u>2021</u> <u>£</u>	<u>2020</u> <u>£</u>
6 SOCIETY PAYMENTS		
Subscriptions payable - FFHS	633	708
- Other	-	-
Conference and fairs	495	979
	<u>1,128</u>	<u>1,687</u>
	—	—
7 DEPRECIATION		
Depreciation on equipment	368	438
	—	—
8 MEETINGS IN ESSEX		
Teas at meetings	-	527
Speakers at meetings	1,420	1,939
	<u>1,420</u>	<u>2,466</u>
	—	—
9 THE ESSEX FAMILY HISTORIAN		
Printing	5,581	4,967
Postage	2,429	1,990
	<u>8,010</u>	<u>6,957</u>
	—	—
10 LIBRARY		
Opening stock	4,268	4,268
Purchases in year	-	-
Depreciation of library stock	(427)	
	<u>3,841</u>	<u>4,268</u>
	—	—
Closing stock		

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE ACCOUNTS – 31 MARCH 2020****11 FIXED ASSETS**

	Equipment
	£
COST/VALUATION	
At 1 April 2020	13,109
Additions	
At 31 March 2021	<u>13,109</u>
	—
DEPRECIATION	
At 1 April 2020	11,121
Charge for the year	(368)
At 31 March 2021	<u>10,753</u>
	—
WRITTEN DOWN VALUE	
At 31 March 2021	1,620
At 31 March 2020	<u>1,988</u>
	—

12 BANK BALANCES**CASH IN HAND**

	<u>2021</u>	<u>2020</u>
	£	£
Branches: Bank and Building		
Society accounts	729	783
Floats	200	200
Cash in hand	4	171
CAF – Current Account	10,457	2,845
CAF - Savings	8,024	8,020
COIF fund deposit Account	11,272	11,258
Co-Operative Bank	12,948	6,686
Paypal	3,128	2,600
	<u>46,762</u>	<u>32,563</u>
	—	—

ESSEX SOCIETY FOR FAMILY HISTORY
NOTES TO THE ACCOUNTS – 31 MARCH 2021

13 SUNDRY CREDITORS AND ACCRUALS	<u>2021</u>	<u>2020</u>
	<u>£</u>	<u>£</u>
Accruals	850	850
Subscriptions paid in advance	13,674	8,682
	<u>14,524</u>	<u>9,532</u>

14 INVESTMENT

CCLA COIF Charities Investment Fund*		
(3036.06 Income Units @ 1789.15 per unit)**	54,320	45,004
(397.99 Income Units @ 1789.15 per unit)**	7,121	5,899
	<u>61,440</u>	<u>50,903</u>

*Purchased on 21/11/2013 under account no. 101410001T 3036.06 units in the COIF Charities Investment Fund Income Units at a total cost of £35,000.00.

Purchased 02/07/2015 under account no. 101410001T – 397.99 units in the COIF Charities Investment Fund Income Units at a total cost of £5,000.00.

** Selling price valuation at 31/03/2021

15 NET SURPLUS (DEFICIT) FOR THE YEAR

Headquarters	20,916	6,440
S.E. Branch	17 (255)	(912)
W. Branch	18 (1,537)	(849)
N.E. Branch	19 (322)	(723)
N.W. Branch	20 (58)	(121)
	<u>18,744</u>	<u>3,835</u>

16 SOUTH EAST ESSEX BRANCH

INCOME		
Sales	-	34
Donations	25	573
Meetings in Essex	-	373
Miscellaneous	-	-
Excess of expenditure over income	255	912
	<u>280</u>	<u>1,892</u>
EXPENDITURE		
Meetings in Essex	-	447
Speakers	80	345
Hire of accommodation	200	1,100
Conference, fairs and open days	-	-
Postage, stationery etc	-	-
	<u>280</u>	<u>1,892</u>

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE ACCOUNTS – 31 MARCH 2021**

	<u>2021</u>	<u>2020</u>
	<u>£</u>	<u>£</u>
17 WEST ESSEX BRANCH		
INCOME		
Sales	-	146
Meetings in Essex	-	115
Donations	-	65
Excess of expenditure over income	1,537	849
	<u>1,537</u>	<u>1,175</u>
	—	—
EXPENDITURE		
Meetings in Essex	-	137
Speakers	375	445
Hire of accommodation	1,156	543
Postage, stationery etc	6	8
Miscellaneous	-	42
	<u>1,537</u>	<u>1,175</u>
	—	—
18 NORTH EAST ESSEX BRANCH		
INCOME		
Sale of merchandising	-	46
Donations	-	4
Meetings in Essex	-	73
Excess of expenditure over income	322	723
	<u>322</u>	<u>847</u>
	—	—
EXPENDITURE		
Meetings in Essex	-	33
Speakers	295	200
Postage and stationery	27	13
Hire of accommodation	-	572
Projects	-	-
Committee expenses	-	30
Equipment	-	-
	<u>322</u>	<u>847</u>
	—	—

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE ACCOUNTS – 31 MARCH 2021****19 NORTH WEST ESSEX BRANCH**

	<u>2021</u>	<u>2020</u>
	<u>£</u>	<u>£</u>
INCOME		
Donations	-	
Meetings in Essex	-	2
Excess of expenditure over income	58	121
	<u>58</u>	<u>123</u>
	—	—
EXPENDITURE		
Meetings in Essex	-	10
Hire of accommodation	58	113
Speakers	-	-
Subscriptions to other societies	-	-
Hire of accommodation	-	-
	<u>58</u>	<u>123</u>
	—	—

**ESSEX SOCIETY FOR
FAMILY HISTORY**

FINANCIAL STATEMENTS

**FOR THE YEAR ENDED
31 MARCH 2021**

Charity No: 290552

P KITTLE FFA FIPA FFTA
Financial Accountant

ESSEX SOCIETY FOR FAMILY HISTORY

TRUSTEES

Meryl Rawlings - Secretary
 Ronald Knights – Treasurer
 Paul Stirland
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 Elizabeth Cox
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 Pauline Adlem
 Raymond Poole
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CHARITY REGISTRATION

290552

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ESSEX SOCIETY FOR FAMILY HISTORY

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2021

The trustees present their report along with the financial statements of the charity for the period ended 31 March 2021. The financial statements have been prepared in accordance with the accounting policies set out on page 7 and comply with the charity's trust deed and applicable law.

Constitution and objects

Essex Society for Family History is constituted under a trust deed dated 6th October 1994, revised in minor respects on 20/2/99, 20/9/03 and 27/9/08.

The charity's objects are to promote and encourage the public study of British Family History, genealogy, heraldry and local history with particular reference to Essex and to promote the preservation, security and accessibility of archival material.

Organisation

The trustees who have served during the period are set out on page 1. The trustees are elected from fully paid up members of the society. Members of the committee are subject to election or re-election at the Annual General Meeting for one year. The chairman shall be in office for not more than five consecutive years and must have a break of one year before seeking re-election.

Related Parties

The charity has a close relationship with The Federation of Family History Societies (FFHS). Details of the financial and other support provided by the Essex Society for Family History is detailed in note 6.

Reserves Policy

The charity's policy is to maintain sufficient reserves to cover its operational costs for at least the following 3 months. At the year end, the charity had sufficient reserves to comply with this policy. The level of reserves is kept under close scrutiny by the trustees.

Risk Management

The trustees have examined the major operational, strategic and business risks which the charity faces and confirm that appropriate systems are in place to mitigate the effects of these risks.

Public Benefit

The Trustees have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charities Commission. They have referred to the guidance in the Charity Commission's general guidance on Public Benefit when reviewing the Trust's aims and objectives and in planning future activities as demonstrated above.

ESSEX SOCIETY FOR FAMILY HISTORY

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2021

Trustee's responsibilities in relation to the financial statements

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial period, which give a true and fair view of the charity's financial activities during the period and of its financial position at the end of the period. In preparing those financial statements, the trustees are required to:

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- State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
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Approved by the trustees and signed on their behalf by:

Chair of trustees
Essex Society for Family History

INDEPENDENT EXAMINER'S REPORT TO
THE TRUSTEES OF ESSEX SOCIETY FOR FAMILY HISTORY

This report on the accounts of the trustees for the year ended 31 March 2021, which are set out on pages 5 to 13, is in respect of an examination carried out under Section 145 of the Charities Act 2011.

Respective responsibilities of the 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 Commissioners (under section 145(5)9(b) of the Charities Act); and
- To state whether in particular matters have come to my attention.

Basis of independent examiner's report

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:

- (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.

P Kittle FFA FIPA FFTA
Financial Accountant
37 Fraser Close
Chelmsford
Essex CM2 OTD

Date:

ESSEX SOCIETY FOR FAMILY HISTORY
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021

	Notes	<u>2021</u> <u>£</u>	<u>2020</u> <u>£</u>
Incoming resources			
Subscriptions		21,212	21,752
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The Essex Family Historian	9	8,009	6,957
Postage, telephone, printing & stationery		847	1,575
Donations (Victoria CH – Essex)		1,000	750
ESFH Award		500	500
Projects		128	322
Credit card charge		551	325
Internet/computer maintenance		95	300
Bank charges		40	15
Committee expenses		24	627
Research room expenses		-	185
Miscellaneous expenses		123	467
Website development		2,185	2,230
		<u>19,186</u>	<u>24,980</u>
Examiners fees		850	840
TOTAL RESOURCES EXPENDED		<u>20,036</u>	<u>25,820</u>
Net income/(expenditure before gains & losses on investments)		<u>8,207</u>	<u>5,491</u>
Net gains/(losses) on investment		(10,537)	(1656)
NET SURPLUS FOR YEAR CARRIED TO GENERAL FUND		<u>18,745</u>	<u>3,835</u>

The notes on pages 7 to 13 form part of these accounts

ESSEX SOCIETY FOR FAMILY HISTORY**BALANCE SHEET – 31 MARCH 2021**

	Notes	<u>2021</u>	<u>2020</u>
		£	£
FIXED ASSETS	11	1,620	1,988
CURRENT ASSETS			
STOCK			
Library	10	3,841	4,268
Books/CDs	5	558	762
Investments	14	61,440	50,903
Bank balances and cash in hand	12	46,762	32,563
		<u>112,601</u>	<u>88,496</u>
CREDITORS and ACCRUALS			
Amounts falling due within one year			
Sundry creditors and accruals	13	14,524	9,532
		<u>14,524</u>	<u>9,532</u>
NET CURRENT ASSETS		98,077	78,964
NET ASSETS		<u>99,697</u>	<u>80,952</u>
REPRESENTED BY:			
GENERAL FUND - UNRESTRICTED			
Balance at 1 April 2020		80,952	77,117
Net Surplus for the year	15	18,745	3,835
Balance at 31 March 2021		<u>99,697</u>	<u>80,952</u>

Approved by the Committee of Trustees and signed on its behalf by:

Chair
Date of approval:

The notes on pages 7 to 13 form part of these accounts

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2021****1 PRINCIPAL ACCOUNTING POLICIES****Accounting convention**

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective March 2000). In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2005) issued in March 2005.

Fund accounting

The charity's unrestricted funds consist of reserves which the charity may use for its purpose at its own discretion.

Incoming resources

Donations, legacies and similar incoming resources are recognised at their full amount in the period in which they are receivable. Gifts-in-kind are included at a reasonable estimate of market value. When donors specify that grants and gifts be for particular purposes, the amount is included in the appropriate fund (see Fund Accounting above).

Resources expended

Resources expended are included in the Statement of Financial Activities ('SOFA') on an accruals basis, inclusive of any irrecoverable VAT. All costs have been directly attributed to one of the categories of the SOFA.

Management and administration costs are those costs incurred in running the charity as an organisation.

Tangible Fixed Assets

All assets or groups of similar assets costing £100 or more are capitalised at cost. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

The useful economic life of each class of assets is as follows:

Equipment 20% of cost.

Deferred Incoming Resources

Incoming resources received or receivable in the current accounting period but relating to the following one are recorded as "deferred income" and shown as creditors in the balance sheet.

Taxation

The Trust has charitable status and is afforded the tax exemptions set out in the Income Taxes Act 1988.

Stock

Stock has been valued by the Trustees and it has not been subject to external examination.

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2021****1 SALES**

	<u>2021</u>	<u>2020</u>
	<u>£</u>	<u>£</u>
Bookstall – books / cards	24	488
Bookstall – CDs	-	17
Postal – CDs	1,220	430
	<u>1,244</u>	<u>935</u>

2 SERVICES SUPPLIED

Magazine advertising	112	313
ESFH courier & search service	109	193
	<u>221</u>	<u>506</u>

3 MEETINGS IN ESSEX

Refreshments	-	602
	<u>-</u>	<u>-</u>

4 INTEREST RECEIVED

Charity Aid Foundation	4	-
COIF Deposit	13	90
	<u>17</u>	<u>90</u>

5 MERCHANDISING

Opening stock	762	902
Purchases	159	224
Closing stock at valuation	(558)	(762)
	<u>363</u>	<u>364</u>

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2021**

	<u>2021</u> <u>£</u>	<u>2020</u> <u>£</u>
6 SOCIETY PAYMENTS		
Subscriptions payable - FFHS	633	708
- Other	-	-
Conference and fairs	495	979
	<u>1,128</u>	<u>1,687</u>
	—	—
7 DEPRECIATION		
Depreciation on equipment	368	438
	—	—
8 MEETINGS IN ESSEX		
Teas at meetings	-	527
Speakers at meetings	1,420	1,939
	<u>1,420</u>	<u>2,466</u>
	—	—
9 THE ESSEX FAMILY HISTORIAN		
Printing	5,581	4,967
Postage	2,429	1,990
	<u>8,010</u>	<u>6,957</u>
	—	—
10 LIBRARY		
Opening stock	4,268	4,268
Purchases in year	-	-
Depreciation of library stock	(427)	
	<u>3,841</u>	<u>4,268</u>
	—	—
Closing stock		

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE ACCOUNTS – 31 MARCH 2020****11 FIXED ASSETS**

	Equipment
	£
COST/VALUATION	
At 1 April 2020	13,109
Additions	
At 31 March 2021	<u>13,109</u>
DEPRECIATION	
At 1 April 2020	11,121
Charge for the year	(368)
At 31 March 2021	<u>10,753</u>
WRITTEN DOWN VALUE	
At 31 March 2021	1,620
At 31 March 2020	<u>1,988</u>

12 BANK BALANCES**CASH IN HAND**

	<u>2021</u>	<u>2020</u>
	£	£
Branches: Bank and Building		
Society accounts	729	783
Floats	200	200
Cash in hand	4	171
CAF – Current Account	10,457	2,845
CAF - Savings	8,024	8,020
COIF fund deposit Account	11,272	11,258
Co-Operative Bank	12,948	6,686
Paypal	3,128	2,600
	<u>46,762</u>	<u>32,563</u>

ESSEX SOCIETY FOR FAMILY HISTORY
NOTES TO THE ACCOUNTS – 31 MARCH 2021

13 SUNDRY CREDITORS AND ACCRUALS	<u>2021</u>	<u>2020</u>
	<u>£</u>	<u>£</u>
Accruals	850	850
Subscriptions paid in advance	13,674	8,682
	<u>14,524</u>	<u>9,532</u>

14 INVESTMENT

CCLA COIF Charities Investment Fund*		
(3036.06 Income Units @ 1789.15 per unit)**	54,320	45,004
(397.99 Income Units @ 1789.15 per unit)**	7,121	5,899
	<u>61,440</u>	<u>50,903</u>

*Purchased on 21/11/2013 under account no. 101410001T 3036.06 units in the COIF Charities Investment Fund Income Units at a total cost of £35,000.00.

Purchased 02/07/2015 under account no. 101410001T – 397.99 units in the COIF Charities Investment Fund Income Units at a total cost of £5,000.00.

** Selling price valuation at 31/03/2021

15 NET SURPLUS (DEFICIT) FOR THE YEAR

Headquarters	20,916	6,440
S.E. Branch	17 (255)	(912)
W. Branch	18 (1,537)	(849)
N.E. Branch	19 (322)	(723)
N.W. Branch	20 (58)	(121)
	<u>18,744</u>	<u>3,835</u>

16 SOUTH EAST ESSEX BRANCH

INCOME		
Sales	-	34
Donations	25	573
Meetings in Essex	-	373
Miscellaneous	-	-
Excess of expenditure over income	255	912
	<u>280</u>	<u>1,892</u>
EXPENDITURE		
Meetings in Essex	-	447
Speakers	80	345
Hire of accommodation	200	1,100
Conference, fairs and open days	-	-
Postage, stationery etc	-	-
	<u>280</u>	<u>1,892</u>

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE ACCOUNTS – 31 MARCH 2021**

	<u>2021</u>	<u>2020</u>
	<u>£</u>	<u>£</u>
17 WEST ESSEX BRANCH		
INCOME		
Sales	-	146
Meetings in Essex	-	115
Donations	-	65
Excess of expenditure over income	1,537	849
	<u>1,537</u>	<u>1,175</u>
	—	—
EXPENDITURE		
Meetings in Essex	-	137
Speakers	375	445
Hire of accommodation	1,156	543
Postage, stationery etc	6	8
Miscellaneous	-	42
	<u>1,537</u>	<u>1,175</u>
	—	—
18 NORTH EAST ESSEX BRANCH		
INCOME		
Sale of merchandising	-	46
Donations	-	4
Meetings in Essex	-	73
Excess of expenditure over income	322	723
	<u>322</u>	<u>847</u>
	—	—
EXPENDITURE		
Meetings in Essex	-	33
Speakers	295	200
Postage and stationery	27	13
Hire of accommodation	-	572
Projects	-	-
Committee expenses	-	30
Equipment	-	-
	<u>322</u>	<u>847</u>
	—	—

ESSEX SOCIETY FOR FAMILY HISTORY**NOTES TO THE ACCOUNTS – 31 MARCH 2021****19 NORTH WEST ESSEX BRANCH**

	<u>2021</u>	<u>2020</u>
	<u>£</u>	<u>£</u>
INCOME		
Donations	-	
Meetings in Essex	-	2
Excess of expenditure over income	58	121
	<u>58</u>	<u>123</u>
	—	—
EXPENDITURE		
Meetings in Essex	-	10
Hire of accommodation	58	113
Speakers	-	-
Subscriptions to other societies	-	-
Hire of accommodation	-	-
	<u>58</u>	<u>123</u>
	—	—