

## **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**  
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**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.

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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

### CONTENTS

<b>Pages</b>	<b>2 – 3</b>	Trustees Report
	<b>4</b>	Independent Examiners Report
	<b>5</b>	Statement of Financial Activities
	<b>6</b>	Balance Sheet
	<b>7 – 13</b>	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.

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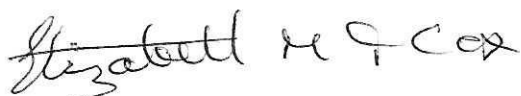
**Trustee's responsibilities in relation to the financial statements**

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

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> £
<b>Incoming resources</b>			
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
<b>TOTAL INCOMING RESOURCES</b>		<u>30,424</u>	<u>28,243</u>
<b>Resources expended</b>			
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
<b>TOTAL RESOURCES EXPENDED</b>		<u>21,401</u>	<u>20,035</u>
<b>Net income/(expenditure before gains &amp; losses on investments)</b>		<u>9,023</u>	<u>8,208</u>
Net gains/(losses) on investment		5,326	10,537
<b>NET SURPLUS FOR YEAR CARRIED TO GENERAL FUND</b>		<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>
		£	£
<b>FIXED ASSETS</b>	11	1,589	1,620
<b>CURRENT ASSETS</b>			
<b>STOCK</b>			
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>
<b>CREDITORS and ACCRUALS</b>			
Amounts falling due within one year			
Sundry creditors and accruals	13	11,469	14,524
		<u></u>	<u></u>
<b>NET CURRENT ASSETS</b>		112,457	98,077
<b>NET ASSETS</b>		<u>114,046</u>	<u>99,697</u>
<b>REPRESENTED BY:</b>			
<b>GENERAL FUND - UNRESTRICTED</b>			
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**

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

	<b><u>2022</u></b>	<b><u>2021</u></b>
	<b><u>£</u></b>	<b><u>£</u></b>
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**

	<b><u>2022</u></b> <b><u>£</u></b>	<b><u>2021</u></b> <b><u>£</u></b>
<b>16 SOUTH EAST ESSEX BRANCH</b>		
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>
<b>17 WEST ESSEX BRANCH</b>		
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>
<b>18 NORTH EAST ESSEX BRANCH</b>		
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>2021</u>
	<u>£</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**  
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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
- 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> £
<b>Incoming resources</b>			
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
<b>TOTAL INCOMING RESOURCES</b>		<u>30,424</u>	<u>28,243</u>
<b>Resources expended</b>			
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
<b>TOTAL RESOURCES EXPENDED</b>		<u>21,401</u>	<u>20,035</u>
<b>Net income/(expenditure before gains &amp; losses on investments)</b>		<u>9,023</u>	<u>8,208</u>
Net gains/(losses) on investment		5,326	10,537
<b>NET SURPLUS FOR YEAR CARRIED TO GENERAL FUND</b>		<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>
		£	£
<b>FIXED ASSETS</b>	11	1,589	1,620
<b>CURRENT ASSETS</b>			
<b>STOCK</b>			
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>
<b>CREDITORS and ACCRUALS</b>			
Amounts falling due within one year			
Sundry creditors and accruals	13	11,469	14,524
		<u>11,469</u>	<u>14,524</u>
<b>NET CURRENT ASSETS</b>		112,457	98,077
<b>NET ASSETS</b>		<u>114,046</u>	<u>99,697</u>
<b>REPRESENTED BY:</b>			
<b>GENERAL FUND - UNRESTRICTED</b>			
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**

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

	<b><u>2022</u></b>	<b><u>2021</u></b>
	<b><u>£</u></b>	<b><u>£</u></b>
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**

	<b><u>2022</u></b> <b><u>£</u></b>	<b><u>2021</u></b> <b><u>£</u></b>
<b>16 SOUTH EAST ESSEX BRANCH</b>		
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>
<b>17 WEST ESSEX BRANCH</b>		
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>
<b>18 NORTH EAST ESSEX BRANCH</b>		
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>2021</u>
	<u>£</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>
	—	—