

Charity registration number: 293039

# The British Origami Society

Annual Report and Financial Statements  
for the Year Ended 31 December 2020

# **The British Origami Society**

## **Contents**

Trustees Report	1 to 10
Statement of Trustees' Responsibilities	11
Independent Examiner's Report	12
Statement of Financial Activities	13
Balance Sheet	14
Notes to the Financial Statements	15 to 27

# **The British Origami Society**

## **Trustees Report**

### **Reference and Administrative Details**

#### **Trustees**

Tony O'Hare, Chair  
David Brill, President (resigned 31 December 2020)  
Russell Wood, Other Officer  
Stephanie Moore, General secretary (appointed 1 August 2020)  
Adam Woodhouse, Librarian  
David Raynor, Treasurer  
Judy Hart, Membership Secretary  
Stephen Hill, Magazine Editor  
Saffiya Sheikh, Public Relations Officer  
Paul Hanson, Publications Officer  
Nick Griffiths, Supplies Officer  
Penny Groom, Conventions Officer  
Loredana Sandu, Other Officer (resigned 31 December 2020)  
Nick Robinson, President and Web Officer  
Lee Armstrong, Other Officer  
Janette Matthews, Other Officer (resigned 31 December 2020)  
Joseph Munro, Other officer (appointed 7 September 2020)  
Angela Loveridge (appointed 1 January 2021 and resigned 19 April 2021)  
Michael Guy, Other Officer (appointed 1 January 2021)  
Nicolas Holmes, Other Officer (appointed 7 September 2020)

# **The British Origami Society**

## **Trustees Report**

Normally, persons appointed to a position at the AGM serve in their new roles from 1 January of the following year, though in some cases they can take over immediately, and are welcome to attend Council Meetings before taking over in an official capacity.

A new post of Web Officer was proposed and approved by the membership at the AGM on 12th September 2020. Nick Robinson was elected into the role and took office with immediate effect.

There were some mid-year changes on the Council necessitated by personal circumstances. Russell Wood (elected as General Secretary at the 2019 AGM), had to step down at the end of July 2020 (Russell returned to his "Other Officer" role from 1st August 2020), and was replaced by Stephanie Moore, who was previously an "Other Officer".

Nick Robinson was appointed President in January 2021.

Ray Bolt was appointed as a Vice President at the 2020 AGM. The Vice Presidents are now:

Mick Guy  
Joan Homewood  
Dave Venables  
Ray Bolt  
Dave Brill

<b>Principal Office</b>	25 Lynwood Avenue Slough Berkshire SL3 7BJ
<b>Charity Registration Number</b>	293039
<b>Bankers</b>	Barclays Bank plc Leicester LE87 2BB
<b>Independent Examiners</b>	Milsted Langdon LLP Freshford House Redcliffe Way Bristol BS1 6NL

# **The British Origami Society**

## **Trustees Report**

The Trustees present the annual report together with the financial statements of the charity for the year ended 31 December 2020.

### **Objectives and activities**

#### ***Objects and aims***

The objectives of the Society are: to promote and increase public knowledge and awareness of origami, to encourage the practice of origami in education and as therapy for the mentally and physically disabled and to create, maintain and preserve an origami archive.

#### ***Public benefit***

The Trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

### **Achievements and performance**

#### Conventions and Mini Meetings

In a normal year, the Society holds two conventions, in Spring and Autumn. This was not a "normal year". The two "in-person" conventions due for 2020 were cancelled due to Covid19 restrictions.

We did not hold a convention in Spring 2020, but we had an online convention in September 2020 via Zoom, which was very successful with members from all over the world, many who would not have been able to come to a normal convention. We also held our AGM via Zoom, the day before.

We had an online convention via Zoom in April 2021, again very successful and increased membership too. We were pleased to have online teaching sessions by Shoko Aoyagi (Japan) and Michael LaFosse (USA). Shoko was scheduled to be our International Guest at the cancelled April 2020 Convention.

We are having another online convention on Sept 12th 2021, preceded on the 11th by our AGM.

We have booked Kents Hill Park in Milton Keynes to have our first in person convention since 2019, April 1st - 3rd 2022, and John McIntyre Conference Centre Edinburgh is booked for 26th - 28th August 2022.

We had booked conventions at Hull, Mercure Grange Park Hotel and Edinburgh University for 2020 but both had to be cancelled due to the Covid 19 pandemic. We refunded all the money which people had paid to the society for the convention, plus out of pocket expenses for people who had booked for Hull and were unable to get refunds from external hotels and travel. £709 was spent in these goodwill payments, although some has since been recovered by members and returned to us.

Society members and members of origami societies from other countries form the majority of delegates at our conventions, however members of the public are welcome and Society membership is not required to attend these events.

# **The British Origami Society**

## **Trustees Report**

The Society has various local groups who normally meet on a monthly or bi-monthly basis across the country. These “mini meetings” are held in Birmingham, Bristol, Central Scotland, Colchester, London, Manchester, Northumberland, Nottingham, Oxford, Sheffield & Slough. The pandemic has meant that face-to-face meetings have not been possible, but some of these have been successfully replaced by virtual meetings on Zoom and other platforms, which have had the bonus of attracting people from across the world, not just those in driving distance!

### Library & Archive

In 2020 the library remained in Colchester. The archiving project had to be placed on hold during the Covid-19 restrictions. However, compared to the original state, a large number of surplus books, magazines and booklets have been donated to members and schools, etc. It is the intention to remove duplication of books, magazines etc, and to make a better valuation of our library and archive, with an aim to finding a long term solution for the benefit of Society members & the public. Surplus books and other items are to be donated to community groups, schools etc, made available for sale, or otherwise moved on as is most appropriate. Since it was impossible for volunteers from Colchester to attend, there is still some work to be done.

### Supplies

Our supplies partner Colortree Ltd is continuing to develop the Supplies service on offer to BOS members and the public, and will further aim to develop this function of the Society going forward. The supplies function, continues to provide a place to buy origami books, paper and other items. The online supplies shop helps to raise the profile of the Society and provides some income to the Society. Supplies are also sold at our two conventions and public events and members receive a discount.

It is also possible to join the Society through the Colortree website.

### Publications

During the year the Society published model collections to support the two Society conventions. These publications are an excellent collection of work of members, convention Special Guests and non-members.

Many of the Society's booklets are now available as print on demand publications. In 2020 we have made available further historical books in this collection and also worked to produce some new books, including “Origami Checkerboard Puzzles” by Mick Guy which was finally published in early 2020.

### Magazine

The Society again produced six editions of the magazine British Origami during the year. Each issue contains instructions for models, news and articles of interest to the paper folding community. The magazine represents a major benefit of Society membership, and is also available for download from the Society's web-site for subscribed “e-members”. This represents a cost-effective and convenient alternative to hard copy magazines for many members.

# **The British Origami Society**

## **Trustees Report**

### Membership

The society finished 2020 with 686 memberships. At the end of 2019 we had 545 members. At the start of the Covid-19 pandemic we made a special offer of £5 for Electronic membership. 179 people took advantage of this offer. The Society is keen to continue to retain existing members & attract new members by both making membership affordable and giving value for money, and expanding and promoting the benefits of being a BOS member. We offer reduced rate (concessionary) membership to those with limited means, reduced rates for junior/ student members, and an advantageous rate for family membership. We also offer membership via Paypal and are planning to explore other options in the future including discounted membership for a number of years, life membership etc.

The Society is mourning the loss of several members due to Covid-19. Former President Max Hulme was one of the finest origami creators in the UK, and a former President of the Society. Former Magazine Editor Larry Hart was also a long-standing creator and former Magazine Editor. And David Tittle was a member for many years who organised the Manchester mini-meetings. All will be greatly missed.

### Website & Social Media

The Society's website is a free resource for both members and the origami community in general, and is a public window for the Society. It contains information and facilities for most of the Society's functions e.g. joining the Society, conventions booking, supplies, an origami searchable database, links to other societies, instructions diagrams, photos and much more. For many years the Society's website has been maintained by Nick Robinson using Wordpress, who encourages all members of the Council to make contributions. At the 2020 AGM the Council proposed that we have a specified "Web Officer" role, which Nick has assumed for the time being. In November 2020 the Society started a formal tendering process for the creation of a new website. In February 2021 we signed a contract with "A'Up Media" to create a new website. It is hoped that this will be up and running before the end of 2021. The Society has a growing presence on social media; we have a significant following on both Facebook and Twitter, and have also added an Instagram account. These are looked after by our PR Officer. A number of live "Folding Together" events were streamed (and recorded for posterity) using Facebook and other services, with particular regard to helping both Society members and the public through the difficult first months of the pandemic, and in the lead up to Christmas 2020.

### Public Outreach

In line with the objectives of the Society, we have been pleased to continue to support the work of Dr Lizzie Burns and the NHS "Anti-Boredom Campaign" with diagrams and other resources. Many members of the Society engage in community activities involving origami, including within schools, hospitals and other community groups, and the Society is committed to assisting and encouraging these activities. A page and contact form has been added to our website to facilitate members notifying us of their work. Surplus library books and paper donations are available for suitable projects, in addition to the Harbin Fund.

### Awards

Ray Bolt was appointed to Vice President of the Society at its AGM in September 2020 as noted above.

# **The British Origami Society**

## **Trustees Report**

### **Financial review**

The Trustees report an operating deficit for the 2020 period of £2,861 (compared to a deficit of £8,515 in 2019). There continue to be costs associated with storage of legacies from deceased members who had left books and other items to the society. These required some sorting and storage and necessitated travel by several council members to carry out this work as sensitively as possible.

### Investments

The society neither added to, nor withdrew monies from our investments in the CCLA COIF Charities Investment Fund and Deposit Account. These increased by over £57,700.

The Charities Investment Fund has performed well, with a increase in value of the units, from 19,282p per unit in December 2019 to 20,619p on Decemeber 2020, giving a valuation of £645,857.

### ***Policy on reserves***

Reserves carried forward at the period end total £712,140 for unrestricted funds and £1,901 for restricted funds (Harbin Fund). Reserves are held for future expenditure on the Objects of the Charity. The policy of the Charity is to maintain reserves at a level of at least £100,000 to enable the prudent management of any unforeseen circumstances. The Origami Centre Project will provide some clarity as to how much of the remaining reserves may be required e.g for purchase, lease or continued rental of premises for accommodating the Society's library, archive, equipment and carrying out of any other appropriate activities.

### ***Robert Harbin Fund***

This fund, previously known as The President's Fund, was set up to assist people to participate in origami activities - both Society members and non-members. Donations into the fund come from a variety of sources, such as an add-on when members join or renew Society membership, by donation via the BOS website and other means. Applications to the fund may be made by an individual on behalf of themselves or others, or an organisation. They are treated in confidence, and awards are decided on a case by case basis by the Chair & President. It is intended that this fund is looked upon as one to be accessed openly and positively, and its aims are fully in line with the charitable objectives of the Society.

In 2020, the fund made just one award amounting to £32 for complimentary Society membership. The Society aims to better publicise this fund and possibly expand or change its usage in order to improve take-up in future. In 2021 we have made use of the Fund to send origami supplies (books and paper) to overseas organisations in Morocco and Nigeria, and to Dr Lizzie Burns in Oxford.

# **The British Origami Society**

## **Trustees Report**

### ***Principal funding sources***

The Charity's principal funding source is from annual membership income. Membership is open to everyone who is interested in the aims of the Society, whether or not resident within the United Kingdom. In 2020, this amounted to £17,628. Income from our investments and from Supplies sales, also made significant contributions to income.

Gift Aid of £1,757 was also reclaimed for membership income, donations etc, and this was received early in 2021.

In 2019 the Society joined the ALCS scheme (Authors' Licensing and Collecting Society) to enable the collection of secondary royalties from the estates of Eric Kenneway and Robert Harbin. In 2020 this resulted in a payment of £189, for secondary royalties over the previous year.

We received a royalty payment of £17 from the agent Rupert Crew for royalties over a few years.

Royalties from the sale of books through Amazon amounted to £479.

### **Plans for future periods**

#### ***Aims and key objectives for future periods***

2020 was clearly a difficult year and many plans had to be changed in accordance with the pandemic situation, social restrictions etc. The Charity plans to continue the activities outlined following the Planning Weekend in February 2018 to review our position and plan for "the next 50 years" or at least the first part of it. This includes plans regarding:

- BOS library and archive
- A BOS Origami Centre
- BOS website, social media and publicity
- Supplies
- Increasing membership and the benefits of membership

#### ***Activities planned to achieve aims***

Further weekend conventions are planned, aiming for one in Spring and one in Autumn. In 2019, the Spring Convention was held at the Campanile Hotel outside Bradford. The Autumn Convention was held in Milton Keynes. Both were very successful. The Covid-19 pandemic has led to the postponement of the "in-person" conventions planned for 2020 and 2021, but it is hoped there will be conventions in 2022, even if restrictions have to be followed. During the lockdown, extensive use was made of online meeting and teaching facilities and these have proven to be very successful. In particular, people who would be unable to join in our local meetings can now join even if they are in another continent!

Work will continue on our Library & Archive project during 2020-21. Other activities arising from the Planning Weekend in February 2018 will feature prominently in the Society's plans for the future. A sub-group of Trustees has continued detailed analysis of ways to create some kind of Origami Centre. This group has had several meetings and carried out initial research, and reported initial findings at the 2020 AGM in an Options Appraisal document which was well received by members. The work of this sub-group will continue in 2021, but again has been set back by the Covid-19 pandemic.

# **The British Origami Society**

## **Trustees Report**

### **Structure, governance and management**

#### ***Nature of governing document***

The British Origami Society is a registered charity operating through a constitution that sets out the management structure of the society, the mechanisms of appointment of the Officers and of the Society (The Council), and their roles and responsibilities. The Constitution was originally drafted at the first meeting of the British Origami Society on Saturday the 28th October 1967. Subsequent amendments have been made to the document to keep it up to date. The Constitution is the guiding document that governs the actions of the Society, a copy of which can be found on the Society's website; [www.britishorigami.info](http://www.britishorigami.info).

The Council appointed Ray Bolt (a former Council member) to review the Constitution during 2019-20, to ensure it meets modern standards. This work was completed and a revised Constitution was presented to, and approved by, the membership at the 2020 AGM. This revision has modernised the language and layout, ensured that it includes policies for GDPR, Privacy, Safeguarding and Child Protection, and Equalities, and clarified some parts of the previous version

#### ***Data Protection***

Following the introduction of the GDPR (General Data Protection Regulation) in May 2018, the Society has introduced a Privacy Policy. We will ensure that all personal information supplied to the Society is held securely in accordance with the GDPR. The British Origami Society takes a proactive approach to user privacy and will ensure the necessary steps are taken to protect the privacy of its users, for example in their use of the Society's website, throughout the course of their membership, volunteering, subscription to our mailing list etc. The full version of the Society's Privacy Policy can be found on its website at:

[www.britishorigami.info/society/privacy-policy](http://www.britishorigami.info/society/privacy-policy).

#### ***Recruitment and appointment of Trustees***

Trustees are appointed at the Annual General Meeting and are appointed on the basis of enthusiasm for and commitment to the objects of the charity and to provide a broad range of skills and expertise to the Board of Trustees (Council). Trustees are elected by the membership to serve terms of one year and are eligible for re-election at the next Annual General Meeting. The President is elected for a term of three years. A retiring president shall not be eligible for re-election until another person has served as President. If posts are vacant or the Society requires additional skills or services, the Society may look outside the organisation e.g. volunteer websites.

#### ***Induction and training of trustees***

Once appointed, new trustees are fully briefed by the President and/or Chair with regard to:

- their obligations as members of the Board of Trustees, including relevant publications from the Charity Commission;
- relevant documentation regarding the legal framework of the charity, e.g. Constitution;
- relevant financial information as set out in the most recent published annual accounts;
- strategic plans and objectives.
- specific tasks and responsibilities of their role.

# **The British Origami Society**

## **Trustees Report**

- all trustees are required to complete a Charity Declaration of eligibility and responsibility.

### ***Arrangements for setting key management personnel remuneration***

The Trustees consider the Council of the British Origami Society as comprising the key management personnel of the charity in charge of directing and controlling the charity and operating the charity on a day to day basis. All Trustees give their time freely and no trustee remuneration was paid in the year. Expenses were reimbursed in the period to a number of Trustees for travel and other costs as detailed in note 11.

Trustees are required to disclose all relevant interests and register them with the Chair, and in accordance with the charity's policy, withdraw from decisions where a conflict of interest arises.

### ***Organisational structure***

Through the constitution the society is governed by an elected council. The Officers of the Society for 2020 include the following:

- President
- Vice-Presidents
- Chair
- General Secretary
- Treasurer
- Librarian
- Magazine Editor
- Publications Officer
- Membership Secretary
- Supplies Officer
- Public Relations (PR) Officer
- Conventions Officer
- Web Officer (from 12th September 2020)
- 5 Ordinary members of the council

Members of the Council are also Trustees of the Society. The Officers of the Society are formally elected by the membership at the Society's annual general meeting or, appointed by the council within their powers outlined in the constitution.

The responsibilities of the council include:

- Making decisions and rules to regulate the activities of the Society on behalf of the members subject to the powers laid out in the Constitution of the Society.
- Safeguarding the Society's assets.

# **The British Origami Society**

## **Trustees Report**

- Recommending subscription levels for the categories of membership of the society.
- Notifying members of General Meetings.
- Holding an Annual General Meeting of the members of the society to appoint council members, setting subscription levels, approving reports and financial statements prepared by the Council.
- Holding Special General Meetings when appropriate.
- Holding regular meetings of the Council (four times a year) and maintaining records of the proceedings.
- Maintaining the Society's library.
- Issuing awards (e.g. The Sidney French Medal) on behalf of the Society in recognition of distinguished service rendered either to the Society or for the benefit of Origami.

### ***Major risks and management of those risks***

The Trustees have a risk management strategy which comprises:

- an annual review of the principal risks and uncertainties that the Charity faces;
- the establishment of policies, systems and procedures to mitigate those risks identified in the annual review;
- the implementation of procedures designed to minimise or manage any potential impact on the Charity should those risks materialise.

## **The British Origami Society**

### **Statement of Trustees' Responsibilities**

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

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material 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 proper accounting records that 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, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the constitution. The trustees 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the trustees of the charity on 28 October 2021 and signed on its behalf by:

David Raynor  
Trustee

## **The British Origami Society**

### **Independent Examiner's Report to the trustees of The British Origami Society**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2020 which are set out on pages 13 to 27.

#### **Respective responsibilities of trustees and examiner**

As the charity's trustees of The British Origami Society you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

Having satisfied myself that the accounts of the Charity are not required to be audited and are eligible for independent examination, I report in respect of my examination of the The British Origami Society's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of The British Origami Society as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

G J Freeman ACA  
Milsted Langdon LLP

Freshford House  
Redcliffe Way  
Bristol  
BS1 6NL

29 October 2021

# The British Origami Society

## Statement of Financial Activities for the Year Ended 31 December 2020

	Note	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
<b>Income and Endowments from:</b>					
Donations and legacies	2	-	135	135	163
Charitable activities	3	36,253	-	36,253	44,788
Other trading activities	4	-	-	-	543
Investment income	5	71	-	71	806
Other income	6	685	-	685	1,996
Total Income		<u>37,009</u>	<u>135</u>	<u>37,144</u>	<u>48,296</u>
<b>Expenditure on:</b>					
Raising funds	7	(1,121)	(32)	(1,153)	(1,641)
Charitable activities	8	<u>(38,852)</u>	<u>-</u>	<u>(38,852)</u>	<u>(55,170)</u>
Total Expenditure		<u>(39,973)</u>	<u>(32)</u>	<u>(40,005)</u>	<u>(56,811)</u>
Net (expenditure)/income		(2,964)	103	(2,861)	(8,515)
<b>Other recognised gains and losses</b>					
Other gains/(losses)		<u>57,733</u>	<u>-</u>	<u>57,733</u>	<u>104,728</u>
Net movement in funds		54,769	103	54,872	96,213
<b>Reconciliation of funds</b>					
Total funds brought forward		<u>657,371</u>	<u>1,798</u>	<u>659,169</u>	<u>562,956</u>
Total funds carried forward	18	<u>712,140</u>	<u>1,901</u>	<u>714,041</u>	<u>659,169</u>

The funds breakdown for 2019 is shown in note 18.

**The British Origami Society**  
**(Registration number: 293039)**  
**Balance Sheet as at 31 December 2020**

	Note	2020 £	2019 £
<b>Fixed assets</b>			
Library	12	14,550	14,550
Investments	13	<u>645,856</u>	<u>588,123</u>
		<u>660,406</u>	<u>602,673</u>
<b>Current assets</b>			
Stocks	14	4,244	2,767
Debtors	15	4,445	6,666
Cash at bank and in hand	16	<u>51,864</u>	<u>55,569</u>
		60,553	65,002
<b>Creditors: Amounts falling due within one year</b>	17	<u>(6,918)</u>	<u>(8,506)</u>
<b>Net current assets</b>		<u>53,635</u>	<u>56,496</u>
<b>Net assets</b>		<u><u>714,041</u></u>	<u><u>659,169</u></u>
<b>Funds of the charity:</b>			
<b>Restricted income funds</b>			
Restricted funds		1,901	1,798
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>712,140</u>	<u>657,371</u>
<b>Total funds</b>	18	<u><u>714,041</u></u>	<u><u>659,169</u></u>

The financial statements on pages 13 to 27 were approved by the trustees, and authorised for issue on 28 October 2021 and signed on their behalf by:

.....  
David Raynor  
Trustee

# **The British Origami Society**

## **Notes to the Financial Statements for the Year Ended 31 December 2020**

### **1 Accounting policies**

#### **Statement of compliance**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

#### **Basis of preparation**

The British Origami Society meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

#### **Exemption from preparing a cash flow statement**

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

#### **Going concern**

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

#### **Income and endowments**

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

#### **Donations and legacies**

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

#### **Deferred income**

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

#### **Investment income**

Investment income is recognised on a receivable basis.

#### **Charitable activities**

Income from charitable activities includes income recognised as earned (as the related goods or services are provided) under contract.

## **The British Origami Society**

### **Notes to the Financial Statements for the Year Ended 31 December 2020**

#### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

All resources expended are inclusive of irrecoverable VAT.

#### ***Raising funds***

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

#### ***Charitable activities***

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

#### **Support costs**

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

#### **Governance costs**

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including independent examination, strategic management and Trustee's meetings and reimbursed expenses.

#### **Irrecoverable VAT**

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

#### **Taxation**

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable trust for UK income tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Section 521 to 536 of the Income Tax Act 2007 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

# **The British Origami Society**

## **Notes to the Financial Statements for the Year Ended 31 December 2020**

### **Heritage assets**

The Charity holds a collection of origami books within the library archive (where they are preserved and managed) which have historical significance and are maintained principally for their contribution to knowledge and culture.

Heritage assets are recognised at cost less impairment. No depreciation is charged on the heritage assets as they are deemed to have indefinite lives.

### **Fixed asset investments**

Fixed asset investments, other than programme related investments, are included at market value at the balance sheet date. Realised gains and losses on investments are calculated as the difference between sales proceeds and their market value at the start of the year, or their subsequent cost, and are charged or credited to the Statement of Financial Activities in the period of disposal.

Unrealised gains and losses represent the movement in market values during the year and are credited or charged to the Statement of Financial Activities based on the market value at the year end.

### **Stock**

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks.

### **Trade debtors**

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

### **Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

### **Fund structure**

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

# The British Origami Society

## Notes to the Financial Statements for the Year Ended 31 December 2020

### Financial instruments

#### *Classification*

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

#### *Recognition and measurement*

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

### 2 Income from donations and legacies

	<b>Restricted funds £</b>	<b>Total 2020 £</b>	<b>Total 2019 £</b>
Donations and legacies;			
Donations from individuals	135	135	163
	<u>135</u>	<u>135</u>	<u>163</u>

£135 (2019 - £47) of the income above was attributable to restricted funds and £Nil (2019 - £116) attributable to unrestricted funds.

# The British Origami Society

## Notes to the Financial Statements for the Year Ended 31 December 2020

### 3 Income from charitable activities

	Unrestricted funds General £	Total 2020 £	Total 2019 £
Membership subscriptions	18,605	18,605	17,609
Gift aid	1,757	1,757	1,507
Sale of origami books and paper	2,732	2,732	3,965
Convention receipts	13,159	13,159	21,707
	<u>36,253</u>	<u>36,253</u>	<u>44,788</u>

All of the above income was attributable to unrestricted funds in 2020 and 2019.

### 4 Income from other trading activities

	Total 2020 £	Total 2019 £
Other income from other trading activities	-	543
	<u>-</u>	<u>543</u>

All of the above income was attributable to unrestricted funds in 2020 and 2019.

### 5 Investment income

	Unrestricted Designated £	Total 2020 £	Total 2019 £
Interest receivable and similar income;			
Interest receivable on bank deposits	71	71	806
	<u>71</u>	<u>71</u>	<u>806</u>

All of the above income was attributable to unrestricted funds in 2020 and 2019.

### 6 Other income

	Unrestricted funds General £	Total 2020 £	Total 2019 £
Royalties	685	685	1,996
	<u>685</u>	<u>685</u>	<u>1,996</u>

# The British Origami Society

## Notes to the Financial Statements for the Year Ended 31 December 2020

All of the above income was attributable to unrestricted funds in 2020 and 2019.

### 7 Expenditure on raising funds

	Direct costs £	Total 2020 £	Total 2019 £
Costs of generating donations and legacies	80	80	154
Costs of trading activities	1,073	1,073	1,487
	<u>1,153</u>	<u>1,153</u>	<u>1,641</u>

#### a) Costs of generating donations and legacies

	Note	Unrestricted funds General £	Total 2020 £	Total 2019 £
Marketing and publicity		80	80	154

#### b) Costs of trading activities

	Note	Unrestricted funds General £	Restricted funds £	Total 2020 £	Total 2019 £
Membership subscriptions		1,041	32	1,073	1,487
		<u>1,041</u>	<u>32</u>	<u>1,073</u>	<u>1,487</u>

£32 (2019 - £Nil) of the expenditure above was attributable to restricted funds and £1,041 (2019 - £1,487) attributable to unrestricted funds.

### 8 Expenditure on charitable activities

	Note	Unrestricted funds General £	Total 2020 £	Total 2019 £
Promote the study & practice of origami		30,924	30,924	44,605
Governance costs		7,928	7,928	10,565
		<u>38,852</u>	<u>38,852</u>	<u>55,170</u>

## The British Origami Society

### Notes to the Financial Statements for the Year Ended 31 December 2020

	Activity undertaken directly £	Activity support costs £	2020 £	2019 £
Cost of running conventions	14,667	7,448	22,115	35,914
Purchases of origami books and paper for resale	(109)	-	(109)	4,936
Magazine production costs	9,976	-	9,976	7,186
Library running costs	6,390	-	6,390	6,474
Legal Fees	-	480	480	660
	<u>30,924</u>	<u>7,928</u>	<u>38,852</u>	<u>55,170</u>

All of the above expenditure was attributable to unrestricted funds in 2020 and 2019.

Included the expenditure analysed above, there are governance costs of £6,110 (2019 - £8,445) which relate directly to charitable activities. See note 9 for further details.

## 9 Analysis of governance and support costs

### Charitable activities expenditure

	Unrestricted funds	Total 2020 £	Total 2019 £
	General £		
Governance costs	6,110	6,110	8,445
Insurance	949	949	896
Finance charges	869	869	1,224
	<u>7,928</u>	<u>7,928</u>	<u>10,565</u>

# The British Origami Society

## Notes to the Financial Statements for the Year Ended 31 December 2020

### Governance costs

	Unrestricted funds		
	General	Total	Total
	£	2020	2019
		£	£
Other fees paid to examiners	2,802	2,802	2,796
Independent Examiner's fee	1,307	1,307	1,254
Legal fees	480	480	660
Other governance costs	1,521	1,521	3,735
	<u>6,110</u>	<u>6,110</u>	<u>8,445</u>

### 10 Net incoming/outgoing resources

Net outgoing resources for the year include:

	2020	2019
	£	£
Independent Examination fee	1,307	1,254
Other fees paid to examiners	<u>2,802</u>	<u>2,796</u>

### 11 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

During the year, Trustees were reimbursed expenses totalling £4,024 (2019 - £3,715). Trustees' expenses represents the reimbursement of travel, office supplies and meeting room costs to 11 (2019 - 14) members relating to attendance at meeting of Trustees.

# The British Origami Society

## Notes to the Financial Statements for the Year Ended 31 December 2020

### 12 Library

	Books £	Total £
<b>Cost</b>		
At 1 January 2020	14,550	14,550
At 31 December 2020	14,550	14,550
<b>Depreciation</b>		
At 31 December 2020	-	-
<b>Net book value</b>		
At 31 December 2020	14,550	14,550

### 13 Fixed asset investments

	2020 £	2019 £
Other investments	645,856	588,123

#### Other investments

	Listed investments £	Total £
<b>Cost or Valuation</b>		
At 1 January 2020	588,123	588,123
Revaluation	57,733	57,733
At 31 December 2020	645,856	645,856
<b>Net book value</b>		
At 31 December 2020	645,856	645,856
At 31 December 2019	588,123	588,123

The Charity holds 3,132.28 (2019 - 3,132.28) units in the COIF Charities Investment Fund. The units have been valued at the bid rate as at 31 December 2020.

### 14 Stock

	2020 £	2019 £
Stocks	4,244	2,767

Stocks held at the year end include books, models and paper.

# The British Origami Society

## Notes to the Financial Statements for the Year Ended 31 December 2020

### 15 Debtors

	2020 £	2019 £
Prepayments	288	1,892
Other debtors	4,157	4,774
	<u>4,445</u>	<u>6,666</u>

### 16 Cash and cash equivalents

	2020 £	2019 £
Cash on hand	312	201
Cash at bank	51,552	55,368
	<u>51,864</u>	<u>55,569</u>

### 17 Creditors: amounts falling due within one year

	2020 £	2019 £
Accruals	3,840	2,988
Deferred income	3,078	5,518
	<u>6,918</u>	<u>8,506</u>

Deferred income relates to subscriptions for membership relating to the next financial year that have been paid in advance 2020 - £3,078 (2019 - £5,518).

# The British Origami Society

## Notes to the Financial Statements for the Year Ended 31 December 2020

### 18 Funds

	Balance at 1 January 2020 £	Incoming resources £	Resources expended £	Other recognised gains/(losses) £	Balance at 31 December 2020 £
<b>Unrestricted funds</b>					
<b>General</b>					
Unrestricted general funds	92,603	37,009	(39,973)	-	89,639
<b>Designated</b>					
Combined Bequest Fund	562,768	-	-	57,733	620,501
David Lister Library	2,000	-	-	-	2,000
	<u>564,768</u>	<u>-</u>	<u>-</u>	<u>57,733</u>	<u>622,501</u>
<b>Total unrestricted funds</b>	<b>657,371</b>	<b>37,009</b>	<b>(39,973)</b>	<b>57,733</b>	<b>712,140</b>
<b>Restricted funds</b>					
Robert Harbin Fund	<u>1,798</u>	<u>135</u>	<u>(32)</u>	<u>-</u>	<u>1,901</u>
<b>Total funds</b>	<b><u>659,169</u></b>	<b><u>37,144</u></b>	<b><u>(40,005)</u></b>	<b><u>57,733</u></b>	<b><u>714,041</u></b>
	Balance at 1 January 2019 £	Incoming resources £	Resources expended £	Other recognised gains/(losses) £	Balance at 31 December 2019 £
<b>Unrestricted funds</b>					
<b>General</b>					
Unrestricted general funds	104,036	45,378	(56,811)	-	92,603
<b>Designated</b>					
Combined Bequest Fund	455,238	2,802	-	104,728	562,768
David Lister Library	2,000	-	-	-	2,000
	<u>457,238</u>	<u>2,802</u>	<u>-</u>	<u>104,728</u>	<u>564,768</u>
<b>Total unrestricted funds</b>	<b>561,274</b>	<b>48,180</b>	<b>(56,811)</b>	<b>104,728</b>	<b>657,371</b>
<b>Restricted</b>					
Robert Harbin Fund	<u>1,682</u>	<u>116</u>	<u>-</u>	<u>-</u>	<u>1,798</u>
<b>Total funds</b>	<b><u>562,956</u></b>	<b><u>48,296</u></b>	<b><u>(56,811)</u></b>	<b><u>104,728</u></b>	<b><u>659,169</u></b>

# The British Origami Society

## Notes to the Financial Statements for the Year Ended 31 December 2020

The specific purposes for which the funds are to be applied are as follows:

### Combined Bequest Fund

The Combined Bequest Fund was set up after legacies were received from E Kenneway and R Harbin. Royalties on publications by these authors continue to be received by the Society and are paid into this fund. The Council has decided to allocate income and capital arising from these bequests to the Combined Bequest Fund which can be used at the Charity's discretion.

### David Lister Library

In 2013 a collection of books were received from David Lister's estate. The Trustees decided to separately recognise this fund as an unrestricted designated fund.

### Robert Harbin Fund

The Robert Harbin Fund is a restricted fund for members' personal donations which are used to enable members of the Society with particular needs to participate in the Society's activities and events.

## 19 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 December 2020 £
Heritage assets	14,550	-	14,550
Fixed asset investments	645,856	-	645,856
Current assets	58,652	1,901	60,553
Current liabilities	(6,918)	-	(6,918)
Total net assets	<u>712,140</u>	<u>1,901</u>	<u>714,041</u>

	Unrestricted funds General £	Restricted funds £	Total funds at 31 December 2019 £
Heritage assets	14,550	-	14,550
Fixed asset investments	588,123	-	588,123
Current assets	63,204	1,798	65,002
Current liabilities	(8,506)	-	(8,506)
Total net assets	<u>657,371</u>	<u>1,798</u>	<u>659,169</u>

# **The British Origami Society**

## **Notes to the Financial Statements for the Year Ended 31 December 2020**

### **20 Related party transactions**

During the year, Trustees were reimbursed expenses totalling £4,024 (2019 - £3,715). These comprise the reimbursements of travel and other costs to 11 Trustees (2019 - 14).

Items of particular note include:

£813 for postage relating to Membership

£532 for printing of Publications (new booklets for sale)

£178 for Zoom provision for the Virtual Convention

£387 to the Treasurer, because the Society bank account is unable to issue refunds to foreign banks, so the Treasurer made the payments from his own bank account

£74 for a Scanner for the Treasurer

In addition to the above, the following payments should be noted:

### **Website**

During 2020 it became apparent that the Society website needed changes. For many years the majority of work has been performed by one of our trustees - Nick Robinson. Nick suggested that the Society look for a better solution, with a web site designed by professionals. A specification was drawn up by the Council, with input from Nick Robinson. Tenders were requested from several suppliers, including a web-design company - "A-Up Media" - co-owned by Nick Robinson's son. The Council considers that the tendering process was thorough, and Nick Robinson was excluded from the decision. The final decision was made in March 2021 and a contract was signed with A-Up Media to supply a new web site to the Society's specifications, with an initial payment of £1,650.

Also for many years the Society web site has been hosted on a server supplied by a member, who was unable to continue providing this service. As a result Nick Robinson rented new server space, paid for new SSL and ported the Society web site to the new server in August 2020. For this he was paid a total of £539, comprising of £139 of expenses and £400 for his time moving the web site and testing the connections. The comparable cost of an external contractor would have been over £1,000, so the Council agreed this payment during the 1st August 2020 Council meeting.

A payment was also made to A-Up Media (via an expense claim by Nick Robinson) of £30 in November 2020, to purchase a software license for the existing website.

### **Sales**

The Society offers various publications and other goods to its members and the public through a number of channels, including an arrangement with a company called ColorTree Limited. This is a paper-craft company owned by a Trustee, Nick Griffiths. His online shop has a section entitled "British Origami Shop" and there is a link to it from the Society web-site. In this shop, anyone can buy a selection of the Society's booklets, and Society members can get a 10% discount on the purchase price. Mr Griffiths holds the Society stock for us without charge, although the Society has paid towards the cost of moving stock to his storage facility and of shelving required for the Society's stock. In 2020 the Society paid him £153 for this.