

# The Charles Close Society

for the Study of Ordnance Survey Maps  
*Registered Charity 327618*

Sycamore Cottage  
Chapel Lane  
Harmston  
Lincoln  
LN5 9TB

## **Trustees' Annual Report 1.3.2021 to 28.2.2022**

The charity is managed by trustees, of whom the following were in office during the year:

Gerry Zierler (chairman)  
Rob Wheeler (Hon. Secretary)  
Nick Krebs (Hon. Treasurer)  
Stephen Braim (Hon. Membership Secretary)  
Bernard Anderson  
Andrew Darling  
John Davies  
Stuart Dennison  
Alexander Kent  
John King  
Ashley Lawrence  
Richard Oliver  
Anne Taylor.

It is a society governed by a constitution adopted 12.5.1984 and amended on 30.5.2015. Trustees are elected by members of the society at its annual general meetings.

Its object is to advance the education of the public by promoting interest in and research into the maps, plans and other activities of the Ordnance Surveys of Great Britain and Ireland and by publishing the results of such research.

During the year it has published three issues of *Sheetlines* with numerous informative articles. It maintains in print an extensive range of cartobibliographies of various Ordnance Survey map series. It maintains a website which provides the public *gratis* with an immense amount of information, including past issues of *Sheetlines*. Further publications are in hand and publication is expected during the next two years.

Trustees have regard to the guidance on public benefit issued by the Charity Commission when exercising any powers or duties to which the advice would be relevant. They maintain a risk register and review it regularly. They have discussed the code of governance issued by the Charity Commission: departures from that code in respect of selection and length of service of trustees were considered unavoidable given the difficulty of persuading members to put their names forward. There have been no 'serious incidents' as defined by the Charity Commission.

The reserves policy aims to protect the core work of the Society during periods of lower income, for example reduced membership, publications sales or interest rates. The reserve enables up-front payments, for example printing costs prior to publication; protects against adverse events, for example expenditure on professional services if volunteers are not forthcoming; and enables 'missed opportunity' funding, for example rescuing at-risk map collections. The required level of reserve has been calculated at £28,000. At 28 Feb 2022 they stood at £58,000, the excess being intended for various capital projects in support of the charity's object.

Approved by the trustees at their meeting on 15.10.2022.

# **CHARLES CLOSE SOCIETY**

## **Accounts for the period 1st March 2021 to 28th February 2022**

Figures for the above financial year are shown in normal type; those for the previous financial year are shown in *italic* type.

### **A. RECEIPTS AND PAYMENTS ACCOUNT**

#### **1. GENERAL FUND**

<u>Receipts</u>	£	£	£	£	<u>Payments</u>	£	£	£	£
Subscriptions <sup>1 2</sup>	6648.85		6623.57		Sheetlines				
Subscriptions for next year <sup>2</sup>	<u>2711.26</u>	9360.11	<u>4118.92</u>	10742.49	Printing	5375.00		5380.00	
					Delivery, p&p, edit	<u>3846.43</u>		<u>4190.12</u>	
							9221.43		9570.12
					Sheetlines Index		1470.00		1370.00
Donations, legacies, etc		49.30		617.24	Net cost of AGM <sup>4</sup>		395.00		1151.80
Gift Aid Repayments <sup>3</sup>		1925.50		1762.75	Papers, leaflets, comp slips		415.00		58.70
					Insurance		515.02		507.08
					Computer software, internet site, etc		377.35		356.32
					Archive and rare map scanning		196.20		83.52
					Cartographic awards/donations		1000.00		50.00
					Hon Officers' expenses		319.07		321.34
Interest <sup>5</sup>		53.26		265.50	Miscellaneous		234.00		234.00
Excess of payments over receipts		<u>2754.90</u>		<u>314.90</u>					
		<u>14143.07</u>		<u>13702.88</u>			<u>14143.07</u>		<u>13702.88</u>

#### **2. PUBLICATIONS FUND**

<u>Receipts</u>					<u>Payments</u>				
Sale of publications <sup>2</sup>									
The First OS Map	261.17		222.53						
OS in the 19 <sup>th</sup> Century	144.85		198.43						
Mapping the Windmill	19.22		90.41						
Concise Guide (3 <sup>rd</sup> edn)	1036.30		1276.55						
Old Series to Explorer	97.80		177.16						
1" Engraved Maps	108.63		164.88						
Popular Maps	46.20		52.03						
Classic Maps: LPT	19.02		243.52						
Classic Maps: York	20.73		4.67						
Classic Maps: Crystal Palace	23.65		34.79						
Classic Maps: Leicester	24.85		20.11						
Classic Maps: Cambridge	14.35		9.71		Transfer of stock in storage	588.29			0.00
Classic Maps: Hereford	9.71		14.35						
1:25 000	48.14		82.12		Publicity leaflets		0.00		77.00
1" Fifth Edition	4.37		21.64						
1" New Popular	14.58		14.37		Post and pack	636.40			355.26
1" Scot Popular	7.56		21.86						
Sankey	0.00		0.00		New publications (in preparation)				
10-mile	0.00		46.60		Intermediate Scales		96.92		0.00
Projections & Origins	7.08		20.83		Small Scales		166.91		0.00
1" Seventh Series	42.68		51.28						
Military Maps	43.49		43.49						
1" Seventh Series sheet 137	0.00		0.00						
1" Third Edition Colour	50.37		51.41						
1" New Series	0.00		7.77						
Sheetlines binders	<u>18.42</u>		<u>57.03</u>						
		2063.17		2927.54					
Interest <sup>5</sup>		18.05		151.71					
		<u>2081.22</u>		<u>3079.25</u>	Excess of receipts over payments	<u>592.70</u>		<u>2646.99</u>	
						<u>2081.22</u>		<u>3079.25</u>	

#### **3. DIGITISATION FUND**

<u>Receipts</u>					<u>Payments</u>				
Interest		27.08		-	Digitisation of map		3.60		-
		<u>27.08</u>		<u>-</u>	Excess of receipts over payments		<u>23.48</u>		<u>-</u>
							<u>27.08</u>		<u>-</u>

#### **4. 'MAPS FROM THE PAST' FUND**

<u>Receipts</u>					<u>Payments</u>				
Interest		1.81		-					
		<u>1.81</u>		<u>-</u>	Excess of receipts over payments		<u>1.81</u>		<u>-</u>
							<u>1.81</u>		<u>-</u>

## 5. PETER K. CLARK ENDOWMENT FUND

<u>Receipts</u>		<u>Payments</u>	
Initial endowment	25000.00	-	
Interest	11.74	-	
	<u>25011.74</u>	<u>-</u>	
		Excess of receipts over payments	<u>25011.74</u>
			<u>25011.74</u>

<sup>1</sup> Total subscriptions received for 2021-22 membership year is £10,767.77 (Corresponding figure for 2020-21 membership year was £10,229.27)

<sup>2</sup> Subscriptions and publications purchased through the Society's website incurred a third party processing fee of £234.61, deducted at source. (Corresponding figure for 2020-21 was £267.93)

<sup>3</sup> Relates to monies paid in the previous financial year.

<sup>4</sup> 2020-21 figure includes refund of AGM hall deposit paid during previous financial year.

<sup>5</sup> 2021-22 interest has been split pro rata between all five funds rather than the just the original General and Publications funds

## B. CASH RECONCILIATION STATEMENTS

### 1. GENERAL FUND (Reserve)

	£	£
Balance as at 1 Mar 2021	61356.33	73335.94
Deficit for 2021-22	<u>-2754.90</u>	<u>-314.90</u>
Balance as at 28 Feb 2022	<u>58601.43</u>	<u>73021.04</u>

### 2. PUBLICATIONS FUND

Balance as at 1 Mar 2021	20000.00	37688.30
Surplus for 2021-22	<u>592.70</u>	<u>2646.99</u>
Balance as at 28 Feb 2022	<u>20592.70</u>	<u>40335.29</u>

### 3. DIGITISATION FUND

	£	£
Balance as at 1 Mar 2021	30000.00	-
Surplus for 2021-22	<u>23.48</u>	<u>-</u>
Balance as at 28 Feb 2022	<u>30023.48</u>	<u>-</u>

### 4. 'MAPS FROM THE PAST' FUND

Balance as at 1 Mar 2021	2000.00	-
Surplus for 2021-22	<u>1.81</u>	<u>-</u>
Balance as at 28 Feb 2022	<u>2001.81</u>	<u>-</u>

### 5. PETER K. CLARK ENDOWMENT FUND (Restricted)

Opening endowment 6 Dec 2021	25000.00	-
Surplus for 2021-22	<u>11.74</u>	<u>-</u>
Balance as at 28 Feb 2022	<u>25011.74</u>	<u>-</u>

### 6. TOTAL FUNDS

As at:	<u>28 Feb 2022</u>	<u>1 Mar 2021</u>	<u>28 Feb 2021</u>
General Fund	58601.43	61356.33	73021.04
Publications Fund	20592.70	20000.00	40335.29
Digitisation Fund	30023.48	30000.00	-
'Maps from the Past' Fund	2001.81	2000.00	-
Peter K. Clark Endowment Fund	<u>25011.74</u>	<u>-</u>	<u>-</u>
Total	<u>136231.16</u>	<u>113356.33</u>	<u>113356.33</u>

### Represented by:

Cash in Current account	6575.88	3703.71	3703.71
Cash in Santander account	45655.28	25652.62	25652.62
Cash in Virgin Charity Deposit	<u>84000.00</u>	<u>84000.00</u>	<u>84000.00</u>
Balances	<u>136231.16</u>	<u>113356.33</u>	<u>113356.33</u>

### 7. ASSETS

Website orders in holding a/c	465.50	462.84
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### 8. VALUE OF UNSOLD PUBLICATIONS STOCK

7870.00	10332.00
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I have carried out an independent examination of the financial records of The Charles Close Society for the year ended 28<sup>th</sup> February 2022 and I am satisfied that the Trustees of the Society have provided sufficient information and explanations for me to declare that they are an accurate record of the financial activities of the Society for that period.



Paul Waldron LLB Chartered ALIBF MCSI  
Independent Examiner  
22<sup>nd</sup> May 2022