

THE MANCHESTER AND LANCASHIRE FAMILY HISTORY SOCIETY

England & Wales · Charity number 515599

Details

Status Registered

Legal form Other

Registered 1984-10-24

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

Contact

Address Mlfhs
Manchester Central Library
St Peter's Square
Manchester
M35 9LD

Phone 0161 234 1060

Email office@mlfhs.org.uk

Website <https://mlfhs.uk/>

Activities

Objects: THE AIMS OF THE SOCIETY SHALL BE:- 1) TO PROMOTE AND ENCOURAGE THE PUBLIC STUDY OF BRITISH FAMILY HISTORY, GENEALOGY, HERALDRY AND LOCAL HISTORY. 2) TO PROMOTE THE PRESERVATION, SECURITY AND ACCESSIBILITY OF ARCHIVAL MATERIAL.

Activities: The principal activities of the charity throughout the year have continued to be that of promoting and encouraging the public study of British family history, genealogy, heraldry and local history and also to promote the preservation, security and accessibility of archival material.

Classification

- **How:** Provides Human Resources, Provides Services
- **What:** General Charitable Purposes, Education/training, Environment/conservation/heritage, Human Rights/religious Or Racial Harmony/equality Or Diversity
- **Who:** Children/young People, Elderly/old People, The General Public/mankind

Geography

- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£48,588	£52,160	-	-
2023-12-31	£52,993	£56,950	-	-
2022-12-31	£47,175	£12,035	-	-
2021-12-31	£48,019	£42,417	-	-
2020-12-31	£50,843	£61,076	-	-

Trustees

Name	Role	Appointed
Carol Ann Lee		2024-05-22
DAVID MUIL		2025-04-16
Graham Holt		2024-05-22
Jan Costa		2023-04-12
Leslie Turner		2024-05-22
Rhondda Victoria Griffiths		2024-05-22
Rita Greenwood		2017-03-19
Susan Elizabeth Forshaw		2022-06-11

THE MANCHESTER AND LANCASHIRE FAMILY HISTORY SOCIETY

England & Wales - Charity number 515599

Accounts

Charity registration number: 515599

Manchester & Lancashire Family History Society

Annual Report and Financial Statements

for the Year Ended 31 December 2024

Manchester & Lancashire Family History Society

Contents

Administrative Details of the Charity, its Trustees, Executive Committee and Advisors	1
Trustees' Report	2 to 8
Independent Examiner's Report	9
Statement of Financial Activities	10
Statement of Financial Position	11
Notes to the Financial Statements	12 to 18

Manchester & Lancashire Family History Society

Administrative Details of the Charity, its Trustees, Executive Committee and Advisors

Charity Registration Number	515599
Registered Office	Manchester Central Library St Peter's Square Manchester M2 5PD
Independent Examiner	Helen Binns FCA Beever and Struthers One Express 1 George Leigh Street Ancoats Manchester M4 5DL
Bankers	The Royal Bank of Scotland Plc Drummond House (A) Branch 1 Redheughs Avenue Edinburgh EH12 9JN Santander Bootle Merseyside L30 4GB

Trustees/Executive Committee Members

The Trustees/Executive Committee during the year were as follows:

Officers	Elected Members	Branch Representatives
Mr D Mull (Chair) term ended 22 May 2024	Mrs S Forshaw	Mr M J Couper (Anglo-Scottish)
Mrs H Hartigan (Chair), appointed 22 May 2024	Miss R Griffiths, appointed 22 May 2024	Mrs R Greenwood (Bolton)
Mr J B Henshall (Vice-Chair), term ended 22 May 2024	Mr G Holt, appointed 22 May 2024	Vacant (Irish Ancestry)
Mr M Campbell (Vice-Chair) appointed 22 May 2024, resigned 29 January 2025, (previously elected member)	Mrs C Lee, appointed 22 May 2024	Mrs J Costa (Oldham)
Mrs E Lowe (Gen.Secretary)	Mrs L Turner, appointed 22 May 2024	
Mr K Marsland (Treasurer)	Mrs I V Penneyston	
	Mrs B H Hartigan, served as elected member until 22 May 2024, then elected Chair	
	Mr M Campbell, served as elected member until 22 May 2024, then elected Vice-Chair	
	Mrs R Greenwood, served as elected member and Branch Rep until 22 May 2024, then continued as Branch Rep only	

Manchester & Lancashire Family History Society

Trustees' Report

The Trustees of the Charity present their annual report and the unaudited financial statements for the year ended 31 December 2024.

Trustees Responsibilities

The purpose of this statement is to distinguish the Executive Committee's responsibilities for the accounts from those of the independent examiner as stated in her report, and to record the principal activities of the Society in the year.

The Executive Committee consists of the Trustees [Officers, Elected Members, Co-opted Members and Branch Representatives] and in preparing the accounts for The Manchester & Lancashire Family History Society they are required to carry out their responsibilities with regard to the charitable status of the Society.

The Charity's Trustees are responsible for preparing the Trustees' Annual Report and financial statements in accordance with applicable law and United Kingdom Accounting Standards [United Kingdom Generally Accepted Accounting Practice].

The law applicable to charities in England and Wales 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-FRS 102;
- 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;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

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 and the regulations made in that Act. 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.

In addition, the trust deed requires the Trustees to meet not less than once a year and to keep minutes of those meetings.

Structure, governance and management

Organisational structure

The Society is governed by an Executive Committee comprising the elected officers of Chair, Vice-Chair, Treasurer and General Secretary. In addition, following a resolution by the members in Annual General Meeting, the Constitution was amended to allow up to six members to be elected by the AGM and a further member nominated by each of the Society's four branches. The Executive Committee may also invite other members to participate in meetings but without voting rights.

Manchester & Lancashire Family History Society

Trustees' Report

The function of the Executive Committee is to ensure that matters relating to the Society's meeting of its objectives and undertakings which will involve the Society in significant financial expenditure or commitment are subject to proper scrutiny and approval and to develop the Society's strategy towards meeting its objectives. The Executive Committee also hears reports on the ongoing activities of the Officers and those members with specific responsibilities. Decisions are taken by simple majority vote, the Chairman exercising a casting vote in the event of a tie. The Executive Committee met on six occasions during the financial year 2024. Various sub-committees held meetings, using a combination of face-to-face and online meetings, as required.

Charitable Status

The Charity is registered as "The Manchester and Lancashire Family History Society" and undertakes its activities under this name. The Society also uses the titles "Anglo Scottish FHS" in connection with its registration with the Scottish Association of Family History Societies, "MLFHS Bolton branch", "MLFHS Bolton FHS" and "MLFHS Oldham branch" in connection with the activities of its Branches with interests in these respective geographical areas. The Society also uses the banner "Manchester Ancestors" in relation to the website www.mlfhs.uk .

Objectives and activities

The principal activities of the Charity throughout the year have continued to be that of promoting and encouraging the public study of British family history and genealogy and also that of promoting the preservation, security and accessibility of relevant archive material.

Public Benefit Statement

The Charity's Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties. This guidance is contained in "Charities and Public Benefit" published by the Charity Commission.

Achievements and performance

The Year in Summary

2024 was a year of change for the city, as residents and visitors alike were eager to resume travel and outings. However, after a long period of caution, many sought new and different experiences. This shifting tide, combined with the unfortunate timing of in-person meetings with bouts of stormy weather, led the Society to explore more flexible ways of engaging with our members, guests and the wider public. The Society was represented at several local events and at online events.

Fortunately, 2024 was also a year of celebration. Our third Family History Fair at Manchester Central Library coincided with the Society's 60th anniversary, and we were honoured to welcome our patron, the Lord Mayor of the City of Manchester, to mark the occasion. In the summer we celebrated a decade of partnership with Archives+ and the 10th anniversary of the reopening of the refurbished Manchester Central Library. These events enabled us to meet more visitors and showcase our work in partnership with Archives+.

Manchester & Lancashire Family History Society

Trustees' Report

Website

Development of the Society's website "Manchester Ancestors" at <http://mlfhs.uk> continues with the addition of more records and documents, informative blogs and the promotion of events, creating a website that has much to offer to both the society's members and the general public. Our research section offers public access to our Research Guides, copies of which are also available at our helpdesk, and to our Public Resources section which includes, amongst other collections, a searchable index for soldiers named on over a thousand war memorials in Greater Manchester. Our website is maintained to contemporary industry standards by the technical support company, Off Canvas Ltd (OCL).

Education

While some members remain reluctant to travel at busy times, attendance at our quarterly mid-week in-person meetings is steadily recovering, with a mix of familiar faces and new members, a very encouraging trend. Our Saturday in-person Explore meetings and occasional online 'Week of Talks' sessions are now well-established, focusing on the fundamentals of family history research, interpreting DNA test results, and integrating family and local history, largely in response to member requests. We are fortunate to have dedicated volunteers whose knowledge and enthusiasm ensure a consistently high standard of engagement at every event.

Membership of The Family History Federation

The Family History Federation's programme of monthly Get-Togethers online enables the exchange of a wide range of responses adopted by societies across the country to the common and evolving challenges facing the sector. Membership continues to be mutually beneficial to the two organisations.

Family History Helpdesk

The Society continues to operate a free Family History Helpdesk at Manchester Central Library, open Monday to Friday, 10.30am - 3.30pm. These popular sessions provide guidance and assistance to family history researchers, welcoming visitors from the local area and beyond, with many international visitors planning their itineraries specifically to include a visit. Our team of twenty-five knowledgeable volunteers provided over 4,500 hours of support this past year, assisting more than 3,000 visitors. As the public face of the Society, the Helpdesk answers queries, offers guidance on local and family history resources within the Library, and supports users in navigating the Society's expanding website and databases. Its accessibility has allowed the Society to support countless individuals and community groups over many years, a role strengthened by the continued support of our partners at Archives+, who recently demonstrated their commitment by providing prominent new signage for the Helpdesk.

Manchester & Lancashire Family History Society

Trustees' Report

Projects

Fulfilling our constitutional aims to record the unrecorded and preserve the recorded, our project teams have continued to provide a valuable service to the Society by scanning and transcribing valuable historic records, that are not freely available elsewhere, for uploading to our Great Database. This valuable resource now contains in excess of 3.6 million records built up over the Society's 60-year history.

Ongoing projects

- 101 Burials and cremations undertaken by Blackpool Council in 2022 and 2023.
- 4,156 Inquests conducted by Lancashire Coroners in 2023.
- 2,446 Inquests conducted by Bolton Coroners 2018-2024.
- 6,016 Manchester City Transport Staff Records. Indexed names of staff from staff records for Manchester City Transport currently held by the Greater Manchester Transport Society.
- 40,781 Names added from Bolton, Fletcher Street Workhouse.
- 1,169 Manchester Workers and children employed in cotton mills in 1819 (House of Lords committee survey).
- 1,272 names of employees in cotton mills 1819.
- 544 Names of Salford Catholic Diocese Servicemen.
- 5,765 WW2 Admissions Bolton Royal Infirmary.
- 3,558 announcements covering January 1916 to July 1917 Bolton Journal & Guardian WW1 Servicemen
- 962 Records of deaths and heirs recorded in Manchester Court Leet records 1553-1684.
- 1,499 Names of women - women's suffrage 1866.
- 15,037 Baptisms and 68,067 Names added to the Catholic Register Index.
- 5,916 Baptisms from the Manchester region.
- 2,139 Burials from St Peter, Swinton for 1847-1878.
- 5,651 BMD announcements From Manchester Courier for 1848.
- 202 abstracts of correspondence from Salford Poor Law Guardians 1898-1900.

Projects closed during 2024

- Chetham's Hospital 1651-1945. 6,696 records uploaded to Great Database with closure applied to records relating to admissions after 1936.
- 1,194 Horwich Locomotive Works Staff Employed Records. The project is now completed with a total of 11,189 staff records indexed.
- Tillotson's Mercury Newsletter, 9,164 index entries plus 75 pdf files (one for each issue) of scanned copies uploaded to the Great Database.

There are numerous other small projects that are ongoing and awaiting additional data.

Lancashire BMD

The Society's major project of indexing Births, marriages and death registers for the Lancashire BMD public web index - 98,982 records added and 138,339 records amended.

New Projects

- Belleview Prison Records 1887. This volume has been scanned and is awaiting transcription.
- Prestwich Hospital Officers Records. Ten volumes of Obligations currently being scanned.

Manchester & Lancashire Family History Society

Trustees' Report

Branches

Our branches, Anglo-Scottish, Bolton and Oldham continued to provide specialist guidance to researchers with a special interest in each of these locations. Bolton and Oldham both adapted well to changes of venue and host library refurbishments. Together with the Anglo-Scottish, they attracted strong attendance levels for their comprehensive programmes of beginners' talks, helpdesk sessions and specialist speakers and now offer a mix of in-person, online and hybrid meetings, reaching both local residents and visitors and those resident elsewhere in the UK and overseas. Branches continue to contribute to the pages of the Society's house journal, "The Manchester Genealogist" (TMG). The monthly publication of branch newsletters, allied to their own web-pages and the use of social media platforms ensured continuous contact with members across the world. All branches actively support the Society's project programme adding a significant number of transcriptions and digitised records to the Great Database.

Online Shop [powered by Shopify]

The number of first-time customers is increasing, thus ensuring that the society continues to benefit from the significant income that derives from the sale of books, DVDs and downloads which this service provides.

Publications

Four editions of "The Manchester Genealogist" (TMG) were published during the year, using the well-established size and format. As reported last year, to combat the increasing cost of overseas postage, trustees reluctantly decided to offer only digital editions to overseas members and this has been accepted by new members. The printed and mailed edition continues to be available to new overseas members on payment of a small supplement. UK members are encouraged to choose to receive a digital edition to reduce the increasing cost of inland postal rates, however, the vast majority of UK members are opting to receive a printed edition.

The content of the journal continues to consist mainly of member-submitted articles on the theme of family history research. A judging panel for the Earwaker Prize, now in its 35th year, considers the most highly regarded articles each year, presenting an award to the prize-winner at the Annual General Meeting. Monthly editions of Society and branch newsletters and daily postings on social media platforms maintain contact with members and others between editions of TMG. The society website advertises our meetings and events.

Manchester & Lancashire Family History Society

Trustees' Report

Meetings and Events

The Society presented its regular programme of in-person Quarterly Meetings at our home in Manchester Central Library, welcoming strong attendances of members and visitors. The effects of Covid were still evident by the number of last-minute speaker cancellations. Fortunately the Society was able to field its own experienced speakers at short notice, to notify attendees quickly, and to offer attractive alternative talks. We also resumed our 'Explore' meetings, held six times a year, on Saturday mornings, which are more specifically designed to help new researchers who embrace the huge amount of information now available online but ask for guidance on navigating those records and ensuring accuracy in their research. The 'Explore' sessions are delivered by knowledgeable Society volunteers and are designed to be more social and interactive. The innovative "Week of Talks", delivered online, was offered twice during the year, attracting a wide range of interest from our members and guests at home and internationally. In all, including Branch programmes, the Society hosted 50 meetings using a mix of formats, in-person, online and hybrid, to reach as wide an audience as possible.

Our patron, the Lord Mayor of the City of Manchester, opened a successful 3rd staging of our annual Family and Local History Fair. This took place in April and was supported by our Archives+ partners and 15 local community organisations. The whole-day event attracted a wide range of visitors who engaged enthusiastically with the knowledgeable stall-holders. The Society also held an event at the library to celebrate our 60th year of helping people to discover more about their family histories; our celebration was also supported by Archives+ and we were pleased to join with them at a further celebration of our partnership with Archives+ and the 10th anniversary of the reopening of the Library after its major refurbishment.

Society teams promoted our work in person at Family and Local History Fairs held by other groups across the North of England, notably at Chetham's School of Music, Buxton U3A, at Huddersfield and at the East Surrey Virtual Family History Fair. Representatives of the Society also took part in a joint-conference with the Lancashire and Cheshire Antiquarians Society and connected with other local societies where we have found common interests in the history of our area; these mutually beneficial connections have broadened our reach, introduced us to new speakers and topics of interest and afforded opportunities to learn from each other as we navigate the changing patterns of post-Covid social interaction in-person and online.

Financial review

At the year-end date the charity received income totalling £48,588 (2023: £52,993) and expenditure of £52,160 (2023: £56,950) and this resulted in a net loss for the year of £3,572 (2023: loss £3,957).

Policy on reserves

At the year-end date the charity held reserves totalling £104,773 (2023: £108,345). All reserves are unrestricted. Amounts held in fixed assets are £5,201 (2023 : £4,303) leaving £99,572 (2023: £104,042) in free reserves.

The reserves indicated are a consolidation of reserve funds for MLFHS and the Branches. The reserves policy reflects the costs that would be incurred in re-establishing the society in a suitable city centre location in the event that the lease with Central Library is not renewed.

Manchester & Lancashire Family History Society

Trustees' Report

Plans for future periods

Events to mark the 60th anniversary of the formation of the Society as the Manchester Genealogical Society featured strongly in the timetable for 2024. In accordance with the Strategic Plan, the Society will hold another Family and Local History Fair in the spring, building on the successful events of previous years.

In company with our partners, we participated in an event to celebrate the 10th anniversary of the groundbreaking Archives+ Heritage Hub, and that of our partner the Ahmed Iqbal Ullah Race [Race Archives & Community Engagement] Centre. 2024 will see significant anniversaries of the University of Manchester and Manchester Metropolitan University and we will participate in those celebrations too. We will continue to support events organised by our partners and civic authorities where the Society presence is practical and beneficial.

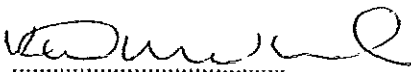
The year ending 31st December 2024, marks both our 60th anniversary as a society and our 10th year at Manchester Central Library. This milestone has allowed us to engage with more visitors and better understand their needs as members of a family history society. The Helpdesk at the library continues to be central to our activities and, while the Society continues to attract new members, the attrition rate remains higher.

Looking ahead, the Society remains committed to expanding its reach and refining its activities to better serve members and the wider family history community. A key event on the horizon is our annual Family History Fair, scheduled for 22nd March 2025, which will provide an opportunity to engage with family and local historians, showcase our resources, and strengthen connections with other organisations.

In response to member feedback, we will continue developing our talks programme, ensuring that topics align with evolving interests. We will also monitor the balance between online and in-person meetings to determine how best to meet our audience's needs. Strengthening promotion and fostering new relationships with fellow societies remain priorities, allowing for collaboration and shared opportunities.

Our ongoing projects will continue to enhance the Society's resources and research offerings, while succession planning will ensure stability and continuity in our leadership and volunteer base. Additionally, we will work closely with our partners to encourage greater attendance at events in the library, while also exploring the potential for smaller workshops, ensuring that our educational outreach remains accessible and dynamic.

The annual report was approved by the trustees of the charity on 3.14.25. and signed on its behalf by:



K Marsland
Treasurer

Manchester & Lancashire Family History Society

Independent Examiner's Report to the trustees of Manchester & Lancashire Family History Society

I report to the trustees on my examination of the accounts of Manchester & Lancashire Family History Society (the Trust) for the year ended 31 December 2024.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust'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 Trust 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 applicable 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.

H. E. Binns
.....
Helen Binns FCA
Beever and Struthers

One Express
1 George Leigh Street
Ancoats
Manchester
M4 5DL

Date: *31/4/25*
.....

Manchester & Lancashire Family History Society

Statement of Financial Activities for the Year Ended 31 December 2024

	Note	Unrestricted funds £	Total 2024 £
Income and Endowments from:			
Donations and legacies	2	2,771	2,771
Charitable activities	3	44,942	44,942
Investment income	4	875	875
Total Income		<u>48,588</u>	<u>48,588</u>
Expenditure on:			
Charitable activities	5, 6	<u>(52,160)</u>	<u>(52,160)</u>
Total Expenditure		<u>(52,160)</u>	<u>(52,160)</u>
Net movement in funds		(3,572)	(3,572)
Reconciliation of funds			
Total funds brought forward		<u>108,345</u>	<u>108,345</u>
Total funds carried forward	16	<u><u>104,773</u></u>	<u><u>104,773</u></u>

	Note	Unrestricted funds £	Total 2023 £
Income and Endowments from:			
Donations and legacies		1,268	1,268
Charitable activities		51,219	51,219
Investment income	4	506	506
Total Income		<u>52,993</u>	<u>52,993</u>
Expenditure on:			
Charitable activities		<u>(56,950)</u>	<u>(56,950)</u>
Total Expenditure		<u>(56,950)</u>	<u>(56,950)</u>
Net movement in funds		(3,957)	(3,957)
Reconciliation of funds			
Total funds brought forward		<u>112,302</u>	<u>112,302</u>
Total funds carried forward	16	<u><u>108,345</u></u>	<u><u>108,345</u></u>

Manchester & Lancashire Family History Society

(Registration number: 515599)

Statement of Financial Position as at 31 December 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	10	5,201	4,303
Current assets			
Stocks	11	7,399	6,903
Debtors	13	1,448	2,372
Cash at bank and in hand		<u>106,407</u>	<u>110,954</u>
		115,254	120,229
Creditors: Amounts falling due within one year	14	<u>(15,682)</u>	<u>(16,187)</u>
Net current assets		<u>99,572</u>	<u>104,042</u>
Net assets		<u>104,773</u>	<u>108,345</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>104,773</u>	<u>108,345</u>
Total funds	16	<u>104,773</u>	<u>108,345</u>

The financial statements on pages 10 to 18 were approved by the trustees, and authorised for issue on 3.1.25 and signed on their behalf by:



K Marsland
Treasurer

Manchester & Lancashire Family History Society

Notes to the Financial Statements for the Year Ended 31 December 2024

1 Accounting policies

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.

Income and endowments

Subscriptions received from members are credited to the Statement of Financial Activities over the period of time for which the membership is paid on the following basis:

Due date	Proportion credited as income in
	year ended 31 December 2024
	%
1 Jan 24	8
1 Feb 24	16.67
1 Mar 24	25.00
1 Apr 24	33.33
1 May 24	41.67
1 Jun 24	50.00
1 Jul 24	58.33
1 Aug 24	66.67
1 Sept 24	75.00
1 Oct 24	83.33
1 Nov 24	91.67
1 Dec 24	100

Donations and legacies

Donations are included in the Statement of Financial Activities (SOFA) in the period to which they relate. Monies are received in advance and are deferred and included within creditors until the period to which they relate. Income is recognised when the society has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that they will be received and the amount can be measured reliably.

Investment income

This is recorded in the SOFA when receivable. This is normally upon notification of the interest paid or payable by the bank.

Other income

Other income is accounted for in the period in which the Society is entitled to the receipt.

Gift Aid recovered on donations is accounted for when it is received.

Manchester & Lancashire Family History Society

Notes to the Financial Statements for the Year Ended 31 December 2024

Expenditure

This is included in the accounts on an accruals basis and is stated net of any recoverable VAT.

Website costs

These include fees attributable to ongoing technology support costs.

Governance costs

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

VAT

The Charity is registered for VAT and amounts in the accounts are stated net of VAT.

Taxation

The Charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

Tangible fixed assets

The Library which includes books, manuscripts, typescripts and microfiche has been included in the accounts thus:-

	at 31 December 2024 £
Council's valuation 31 December 1991	10,000
Historic additions at cost	27,794
Revaluation movement	(34,794)
	<hr/>
	3,000
	<hr/>

No depreciation is provided on this asset because it is the Society's practice to maintain these items in a continual state of sound repair and any depreciation would not be material. Write down will be made should there be any impairment to these values.

Depreciation is provided on equipment, furniture & fittings so as to write them off in equal annual instalments over four years.

Stock

An entity shall measure inventories at the lower of cost and estimated selling price less costs to complete and sell.

Unrestricted Funds

These include all grants, donations and any other incoming resources that have no specific restriction attached at the moment the resources were received and are free to be used in the general furtherance of the objects of the Charity.

Manchester & Lancashire Family History Society

Notes to the Financial Statements for the Year Ended 31 December 2024

Financial Instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic Financial Instruments. Basic Financial Instruments are initially recognised at the transaction value and subsequently measured at their settlement value.

2 Income from donations and legacies

	Unrestricted funds	Total 2024	Total 2023
	£	£	£
Donations	2,771	2,771	1,268
	2,771	2,771	1,268

3 Income from charitable activities

	Unrestricted funds	Total 2024	Total 2023
	£	£	£
Subscriptions Received	30,578	30,578	36,523
Tax Recovered on Gift Aid Donations	4,553	4,553	4,642
Sales - Publications etc	6,581	6,581	5,565
Miscellaneous Income	680	680	631
FindMyPast - FMP - Royalties	2,550	2,550	3,858
	44,942	44,942	51,219

4 Investment income

	Unrestricted funds	Total 2024	Total 2023
	£	£	£
Bank interest received	875	875	506

Manchester & Lancashire Family History Society

Notes to the Financial Statements for the Year Ended 31 December 2024

5 Expenditure on charitable activities

	Unrestricted funds	Total	Total
	General £	2024 £	2023 £
Cost of publishing 'The Manchester Genealogist' journal	21,777	21,777	20,722
Cost of publications etc sold	1,838	1,838	3,845
Travel & expenses	733	733	111
Sales - Publications etc	-	-	767
Meetings & speaker costs	1,600	1,600	1,566
Website support expenses	9,867	9,867	13,021
	<u>35,815</u>	<u>35,815</u>	<u>40,032</u>

6 Expenditure on managing and administering the Society

	Unrestricted Funds	Total	Total
	General £	2024 £	2023 £
Service charge	3,274	3,274	2,592
Insurance	628	628	708
Postage, stationery & advertising	3,838	3,838	3,016
Equipment rental charges	290	290	711
Repairs & maintenance	188	188	1,001
Paypal, Shopify & Stripe charges	949	949	991
ISP charges - email hosting	333	333	386
Sundry expenses	2,146	2,146	2,344
Depreciation	1,065	1,065	769
Telephone	66	66	-
Governance costs	3,567	3,567	4,400
Total	<u>16,344</u>	<u>16,344</u>	<u>16,919</u>
Total Expenditure (notes 5 & 6)	<u>52,160</u>	<u>52,160</u>	<u>56,950</u>

Manchester & Lancashire Family History Society

Notes to the Financial Statements for the Year Ended 31 December 2024

7 Trustees remuneration and expenses

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

No trustees have received any reimbursed expenses or any other benefits from the charity during the year. A total of £334 (2023: £1,222) was paid to one council member as a reimbursement of travel expenses.

The society uses the system whereby mileage is claimed at the Inland Revenue recognised rate (0.45p per mile) but only actual petrol is drawn and the balance of £10 (2023: £344) was donated back to the society by the Trustees and is included in the donations.

8 Staff costs

The society has no employees. The society is run by the Trustees and Executive Committee members, the main officers being the Chairman, Vice-chairman, General Secretary and the Treasurer.

9 Independent examiner's remuneration

The accountants fee consisted of accountancy fees of £848 - exclusive of VAT (2023: £839) and independent examiners fees of £782 (2023: £761).

10 Tangible fixed assets

	Furniture and equipment £	Library £	Total £
Cost			
At 1 January 2024	13,702	3,000	16,702
Additions	<u>1,963</u>	<u>-</u>	<u>1,963</u>
At 31 December 2024	<u>15,665</u>	<u>3,000</u>	<u>18,665</u>
Depreciation			
At 1 January 2024	12,399	-	12,399
Charge for the year	<u>1,065</u>	<u>-</u>	<u>1,065</u>
At 31 December 2024	<u>13,464</u>	<u>-</u>	<u>13,464</u>
Net book value			
At 31 December 2024	<u>2,201</u>	<u>3,000</u>	<u>5,201</u>
At 31 December 2023	<u>1,303</u>	<u>3,000</u>	<u>4,303</u>

11 Stock

	2024 £	2023 £
Stocks	<u>7,399</u>	<u>6,903</u>

Manchester & Lancashire Family History Society

Notes to the Financial Statements for the Year Ended 31 December 2024

12 Taxation

The Charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

13 Debtors

	2024 £	2023 £
Prepayments	615	1,795
VAT recoverable	833	577
	<u>1,448</u>	<u>2,372</u>

14 Creditors: amounts falling due within one year

	2024 £	2023 £
Accruals	<u>15,682</u>	<u>16,185</u>

15 Commitments

Service charge commitments

The Society pays a service charge which is £3,274 (2023: £3,274) for the year.

Manchester & Lancashire Family History Society

Notes to the Financial Statements for the Year Ended 31 December 2024

16 Funds

	Balance at 1 January 2024 £	Incoming resources £	Resources expended £	Balance at 31 December 2024 £
Unrestricted funds				
<i>General</i>				
General funds	108,345	48,588	(52,160)	104,773
	Balance at 1 January 2023 £	Incoming resources £	Resources expended £	Balance at 31 December 2023 £
Unrestricted funds				
<i>General</i>				
General funds	112,302	52,993	(56,950)	108,345

17 Analysis of net assets between funds

	Unrestricted funds General £	Total funds £
Tangible fixed assets	5,201	5,201
Current assets	115,254	115,254
Current liabilities	(15,682)	(15,682)
Total net assets	104,773	104,773

18 Related party transactions

There were no related party transactions in the year.

THE MANCHESTER AND LANCASHIRE FAMILY HISTORY SOCIETY

England & Wales - Charity number 515599

Accounts

Charity registration number: 515599

Manchester & Lancashire Family History Society

Annual Report and Financial Statements

for the Year Ended 31 December 2023

Manchester & Lancashire Family History Society

Contents

Administrative Details of the Charity, its Trustees, Executive Committee and Advisors	1
Trustees' Report	2 to 8
Independent Examiner's Report	9
Statement of Financial Activities	10
Statement of Financial Position	11
Notes to the Financial Statements	12 to 18

Manchester & Lancashire Family History Society

Administrative Details of the Charity, its Trustees, Executive Committee and Advisors

Charity Registration Number	515599
Registered Office	Manchester Central Library St Peter's Square Manchester M2 5PD
Independent Examiner	Helen Binns FCA Beever and Struthers One Express 1 George Leigh Street Ancoats Manchester M4 5DL
Bankers	The Royal Bank of Scotland Plc Drummond House (A) Branch 1 Redheughs Avenue Edinburgh EH12 9JN Santander Bootle Merseyside L30 4GB

Trustees/Executive Committee Members

The Trustees/Executive Committee during the year were as follows:

Officers	Elected Members	Branch Representatives
Mr D Muil (Chairman)	Mr M Campbell	Mr M J Couper (Anglo-Scottish)
Dr J B Henshall (Vice-Chairman)	Mrs S Forshaw	Mrs R Greenwood (Bolton)
Mrs E Lowe (Gen.Secretary)	Mrs R Greenwood	Vacant (Irish Ancestry)
Mr K Marsland (Treasurer)	Mrs B H Hartigan	Mrs L Richardson (Oldham) (resigned 12th August 2023)
	Mrs I V Penneyston	Mrs J Costa (Oldham) (w.e.f. 13th August 2023)

Manchester & Lancashire Family History Society

Trustees' Report

The Trustees of the Charity present their annual report and the unaudited financial statements for the year ended 31 December 2023.

Trustees Responsibilities

The purpose of this statement is to distinguish the Executive Committee's responsibilities for the accounts from those of the independent examiner as stated in her report, and to record the principal activities of the Society in the year.

The Executive Committee consists of the Trustees [Officers, Elected Members, Co-opted Members and Branch Representatives] and in preparing the accounts for The Manchester & Lancashire Family History Society they are required to carry out their responsibilities with regard to the charitable status of the Society.

The Charity's Trustees are responsible for preparing the Trustees' Annual Report and financial statements in accordance with applicable law and United Kingdom Accounting Standards [United Kingdom Generally Accepted Accounting Practice].

The law applicable to charities in England and Wales 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-FRS 102;
- 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;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

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 and the regulations made in that Act. 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.

In addition, the trust deed requires the Trustees to meet not less than once a year and to keep minutes of those meetings.

Structure, governance and management

Organisational structure

The Society is governed by an Executive Committee comprising the elected officers of Chairman, Vice-Chairman, Treasurer and General Secretary. In addition, following a resolution by the members in Annual General Meeting, the Constitution was amended to allow up to six members to be elected by the AGM and a further member nominated by each of the Society's four branches. The Executive Committee may also invite other members to participate in meetings but without voting rights.

Manchester & Lancashire Family History Society

Trustees' Report

The function of the Executive Committee is to ensure that matters relating to the Society's meeting of its objectives and undertakings which will involve the Society in significant financial expenditure or commitment are subject to proper scrutiny and approval and to develop the Society's strategy towards meeting its objectives. The Executive Committee also hears reports on the ongoing activities of the Officers and those members with specific responsibilities. Decisions are taken by simple majority vote, the Chairman exercising a casting vote in the event of a tie. The Executive Committee met on five occasions during the financial year 2023. Various sub-committees held meetings, using a combination of face-to-face and online meetings, as required.

Charitable Status

The Charity is registered as "The Manchester and Lancashire Family History Society" and undertakes its activities under this name. The Society also uses the titles "Anglo Scottish FHS" in connection with its registration with the Scottish Association of Family History Societies, "MLFHS Bolton branch", "MLFHS Bolton FHS" and "MLFHS Oldham branch" in connection with the activities of its Branches with interests in these respective geographical areas. The Society also uses the banner "Manchester Ancestors" in relation to its website www.mlfhs.uk.

Objectives and activities

The principal activities of the Charity throughout the year have continued to be that of promoting and encouraging the public study of British family history and genealogy and also that of promoting the preservation, security and accessibility of relevant archival material.

Public Benefit Statement

The Charity's Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties. This guidance is contained in "Charities and Public Benefit" published by the Charity Commission.

Achievements and performance

The Year in Summary

2023 was a period of consolidation, when the Society enhanced its programmes for education, promotion and internet presence. This led to the introduction of a new series of seminars for the beginner, a wider format for meetings, which included hybrid platforms and a refreshment of the society website including an upgrade of the computer management system. Replacement volunteers were engaged to ensure our Helpdesk, Project and Fairs teams were fully-crewed. We explored new ways of reaching the public, including local radio broadcasts and promoting the value of DNA profiling to family history research.

Website

Development of the Society's website, <https://www.mlfhs.uk> Manchester Ancestors, continued with an improved guide to navigation of the site and some additional features to reflect our enhanced programmes. An additional feature was the introduction of a Reference Library to display significant reference documents relating to Census and Civil Registration. The Trustees commissioned an upgrade of the computer management system to meet contemporary industry standards. This work was carried out by the technical support company, Off Canvas Ltd [OCL.]

Manchester & Lancashire Family History Society

Trustees' Report

Education

A noticeable decline in attendance at in-person engagements in the wake of the Covid-19 pandemic warranted a revised programme of seminars and talks. To meet that challenge, our programme of seminars for beginners and experienced researchers alike in Family History research included many more online and hybrid events to supplement the regular level of in-person gatherings. Recognising the need to provide follow-up guidance to beginners we introduced a revised series of Explore talks aimed at both the beginner and the more advanced researcher. We continue to receive appreciative testimonials from those attending via all formats for the skill and expertise shown by our team of presenters. Similar programmes run at the Anglo-Scottish, Bolton and Oldham branches sustained continuing loyalty in our special interest groups.

Membership of The Family History Federation

The Family History Federation's programme of monthly Get-Togethers online resulted in the exchange of a wide range of responses adopted by societies across the country to the common challenges facing the sector. Membership continues to be mutually beneficial to the two organisations.

Family History Helpdesk

The Family History Helpdesk, a unique 5-hour-per-day, 5-day-per-week service throughout the year, continued to provide guidance to large numbers of the visiting public. Access to the 1921 Census Returns continued to attract many to visit us, often beginning their journey of discovery, with the result that 3,500 visitors attended, meriting the contribution of 4,500 volunteer hours annually. A new feature this year was a local radio broadcast where, in an interview with a well-known local broadcaster, our senior Helpdesk coordinator outlined the enjoyment to be had from family history research as well as the recommended steps a beginner should take to start one's research.

Projects

Fulfilling our constitutional aims to record the unrecorded and preserve the recorded, our project teams continued to devote volunteer hours to identifying historic records for transcription, scanning and indexing for uploading to the Society's Great Database. This valuable resource now contains in excess of 3.4 million records, built up over the Society's 59-year history.

Several projects were brought to completion during the year, [though additional data often comes to light belatedly and, of course, is added when received]. Chief among these was a further 38,844 names from the Bolton Workhouse Creed Registers. Another completed project was the digitisation and indexation of the Admissions Register of the Royal Manchester School for the Deaf and Dumb for the first 200 years of its life. This is a case in point where a missing volume came to light and was processed. In all 1,667 names were recorded. A further 2,777 names were recorded from the Pupils' Register of the same school, which celebrated its bi-centenary during 2023. Both records were shared with the Seashell Trust, the charity managing the historic school for future use in its administrative work. The Godfrey Street Map Indexes of locations has now added 6,839 street names and has largely completed the task of recording all areas of Manchester and surrounding districts. The project will continue to identify and process other maps covering outlying districts of Manchester.

Also completed is the recording of 2,800 names listed in the Admissions Register of Baguley Sanatorium between 1930 and 1936, with redaction of all entries where the individual was not born in 1922 or earlier. Two small projects begun and completed in the year involved admissions to Bolton Workhouse 1839-1861 and 1,528 baptisms at Bolton Wesleyan Methodist Chapel 1789-1814.

Manchester & Lancashire Family History Society

Trustees' Report

Foremost among ongoing projects is the task of adding the transcription of baptism registers kept at parishes within the Salford Roman Catholic Diocese, by our team of homebased and onsite volunteers. Thus, baptisms at Our Lady of Grace 1889-1923, Our Lady of Mount Carmel, Ordsall 1877-1912 and St Mary, Eccles 1879-1923 were published as a downloadable file to the Society Online Shop. This work adds significantly to the wealth of material now available among more than one and a quarter million persons listed solely by this project. Registers for other Salford parishes remain to be transcribed and indexed in future years.

Our ongoing project to capture historic Newspaper Announcements [principally BMD references] from the Manchester Mercury and the Manchester Courier added a further 26,256 BMD references, 719 bigamy reports and 362 inquest reports to the database bringing the total for the project to 68,412. Work continued on the ongoing project to transcribe the registers detailing over 500,000 burials in Manchester and Oldham and added a further 9,242 names from a range of parishes spanning the years 1786-1945. Work continues to add further burials to the record.

8,123 burials have been added to the Great Database from the Sexton's Books 1772-1812 of Manchester Collegiate Church, as transcribed from the Owen's Manuscripts, together with transcribed details of several hundred photographs from St Andrew's Church, Blackley. We also await permission to add details of memorials uncovered by Salford University Archaeological Unit.

Scanning is complete in respect of 11,189 names of staff recorded on a collection of Horwich Locomotive Works Staff Record Cards. 7,113 names have been indexed and added to the Great Database, whilst 4,076, relating mostly to rail workers employed by the Lancashire & Yorkshire Railway Company remain to be indexed and added in 2024.

1,467 names appearing on 340 Memorials in Manchester cemeteries have been added to the Monumental Inscriptions dataset.

A substantial project to transcribe, digitise and index the staff record cards of Manchester City Transport Division between 1885 and 1922 was begun in 2023. At year-end 1,540 cards had been indexed of 2,169 records scanned. The entire collection holds potentially 35,000 entries so work will continue in 2024 to transcribe, digitise and index the remaining cards.

Among a number of small projects completed in the year 364 entries relating to images and an index of baptismal and marriages registers of Risley Chapel and Croft Unitarian Church in Cheshire, previously thought to be lost, have now been added to the Great Database. A project to scan 350 letters from World War 1 and World War 2 exchanged with the Zion Chapel in Hulme was resumed following recovery from illness of a volunteer and for which 236 are now indexed and added to the database. 167 names have been added to the Great Database in respect of persons remembered on Cheadle High Street War Memorial.

Lancashire BMD

The Society's major project of indexing civil birth marriage and death registers for the Lancashire BMD public web index continued to add names to births, marriage and death records. This long-term project is approaching completion as various datasets come up to the present day. One such project, for births in the Bolton RD now includes Mother's Maiden Names up to 2007, when online registration was introduced, and has now reached completion. This dataset carries 937,974 records. Births for Bury, Lancaster, Bolton and Manchester Bradford RDs have been added, along with marriages for Fylde, Burnley and Bury. Deaths registered in the 1960s and 1970s in Bolton and Bury RDs added to the overall number of records currently indexed. The lifetime totals for the project districts, Bolton, Manchester, Oldham and Salford, in which the society is directly involved totals 9,366,759 of in excess of 22 million records for the project as a whole. The project, part of a national project, continues to represent a major resource for British genealogy researchers.

Manchester & Lancashire Family History Society

Trustees' Report

Branches

Our branches, Anglo-Scottish, Bolton and Oldham continued to provide specialist guidance to researchers with a special interest in each of these locations. Bolton and Oldham both adapted well to changes of venue and host library refurbishments. Together with the Anglo-Scottish, they attracted attendances to pre-Covid levels for their comprehensive programme of beginners' talks, Helpdesk sessions and specialist speakers. Comfortably embracing the emerging technology demanded for hybrid or Room and Zoom meetings, each branch provided a mixed schedule of in-person, online and hybrid sessions throughout the year, thus reaching the many members & visitors resident elsewhere in the UK and overseas, as well as the more local residents within reasonable travel distance of their venues. Branches continue to contribute to the pages of the Society's house journal, "The Manchester Genealogist"[TMG]. The monthly publication of branch newsletters, allied to their own web-pages and the use of social media platforms ensured continuous contact with members across the world. All branches actively support the Society's project programme adding a significant number of transcriptions and digitised records to the Great Database. Details of their work is included in the project work reported above.

Online Shop [powered by Shopify]

The number of first-time customers is increasing, thus ensuring that the society continues to benefit from the significant income that derives from the sale of books, DVDs and downloads which this service provides.

Publications

Four editions of "The Manchester Genealogist" [TMG] were published during the year, using the well-established size and format. This year, to combat the increasing cost of overseas postage, trustees reluctantly decided to only offer a new digital edition to overseas members. The printed and mailed edition continues to be available to new overseas members on payment of a small supplement. Whilst UK members are encouraged to choose to receive a digital edition to reduce the increasing cost of inland postal rates, the vast majority of UK members are opting to receive a printed edition.

The content of the journal continues to consist mainly of member-submitted articles on the theme of family history research. A judging panel for the Earwaker Prize, now in its 34th year, considers the most highly regarded articles each year, presenting an award to the prize-winner at the Annual General Meeting. Monthly editions of Society and branch newsletters and daily postings on social media platforms maintain contact with members and others between editions of TMG. The society website posts up-to-date news of meetings and other events across the family history world.

Manchester & Lancashire Family History Society

Trustees' Report

Meetings and Events

The Society presented our regular programme of in-person Quarterly Meetings at our home in Manchester Central Library, welcoming members and visitors in pre-Covid numbers. A new feature this year was 'A Week of Talks' delivered online which attracted a wide range of interest including visitors resident in North America and Australasia in addition to many from Lancashire and elsewhere in the UK. In all, including Branch programmes, the Society hosted 46 meetings using a mix of formats, in-person, online and hybrid, to reach as wide an audience as possible. Our recently launched Explore programme, aimed at beginners and intermediate researchers began towards the end of the year with a well-supported presentation of deep-diving research techniques.

Our patron, the Lord Mayor of the City of Manchester, opened a successful renewal of our annual Family and Local History Fair, Discovering Family Lives. This took place in March and was supported by our Archives+ partners and 15 local community organisations. The whole-day event attracted a wide range of visitors who engaged enthusiastically with the knowledgeable stall-holders.

Society teams promoted our work in person at Family and Local History Fairs held by other groups across the North of England, notably Manchester Mediaeval Festival held at Chetham's School of Music, Buxton U3A, Quarry Bank Mill at Styal, Salford and Huddersfield. A well-attended visit to Manchester Art Gallery fulfilled our commitment to a programme of visits to local libraries, archives, museums and other places of interest.

The Society's participation in the Manchester Libraries Festival and a presentation during the Local Community History Month reinforced our commitment to our partnership with Archives+ and our support for community groups.

Financial review

For the year ended 31 December 2023 the society had incoming resources of £52,993 (2022: £47,175) and expenditure of £56,950 (2022: £44,685) and this resulted in a net loss for the year of £3,957 (2022: profit £2,490).

Policy on reserves

At the year-end date the charity held reserves totalling £108,346 (2022: £112,302). All reserves are unrestricted. Amounts held in fixed assets are £4,303 (2022 : £5,072) leaving £104,043 (2022: £107,230) in free reserves.

The reserves indicated are a consolidation of reserve funds for MLFHS and the Branches. The reserves policy reflects the costs that would be incurred in re-establishing the society in a suitable city centre location in the event that the lease with Central Library is not renewed.

Plans for future periods

Events to mark the 60th anniversary of the formation of the Society as the Manchester Genealogical Society will feature strongly in the timetable for 2024. In accordance with the Strategic Plan, the Society will hold another Family and Local History Fair in the spring, building on the successful events of previous years.

In company with our partners, we will participate in an event to celebrate the 10th anniversary of the groundbreaking Archives+ Heritage Hub, and that of our partner the Ahmed Iqbal Ullah Race [Race Archives & Community Engagement] Centre. 2024 will see significant anniversaries of the University of Manchester and Manchester Metropolitan University and we will participate in those celebrations too. We will continue to support events organised by our partners and civic authorities where the Society presence is practical and beneficial.

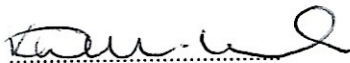
Manchester & Lancashire Family History Society

Trustees' Report

We will continue to progress all ongoing projects and identify and embark on new projects as time and resources permit. Plans for a change to enhance publication of the house journal will be put into effect early in the year together with refreshed signage to the Helpdesk area. Long-term strategic reviews by the Promotions & Education sub-committee will result in improvements to the website, and an increased representation at Fairs across the country using online platforms.

A fully-scheduled annual programme of talks [both online and in-person] by experienced speakers will maintain close touch with local and more remote members, alongside similar programmes delivered by branches. A planned programme of Explore seminars is already scheduled to develop the technical skills of beginners and intermediate researchers.

The annual report was approved by the trustees of the charity on ~~11.04.24~~ and signed on its behalf by:



K Marsland
Treasurer

Manchester & Lancashire Family History Society

Independent Examiner's Report to the trustees of Manchester & Lancashire Family History Society

I report to the trustees on my examination of the accounts of Manchester & Lancashire Family History Society (the Trust) for the year ended 31 December 2023.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').


I report in respect of my examination of the Trust'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 Trust 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 applicable 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.


.....
Helen Binns FCA
Beever and Struthers

One Express
1 George Leigh Street
Ancoats
Manchester
M4 5DL

Date: 11.04.24

Manchester & Lancashire Family History Society

Statement of Financial Activities for the Year Ended 31 December 2023

	Note	Unrestricted funds £	Total 2023 £
Income and Endowments from:			
Donations and legacies	2	1,268	1,268
Charitable activities	3	51,219	51,219
Investment income	4	<u>506</u>	<u>506</u>
Total Income		<u>52,993</u>	<u>52,993</u>
Expenditure on:			
Charitable activities	5, 6	<u>(56,950)</u>	<u>(56,950)</u>
Total Expenditure		<u>(56,950)</u>	<u>(56,950)</u>
Net movement in funds		(3,957)	(3,957)
Reconciliation of funds			
Total funds brought forward		<u>112,302</u>	<u>112,302</u>
Total funds carried forward	16	<u><u>108,345</u></u>	<u><u>108,345</u></u>

	Note	Unrestricted funds £	Total 2022 £
Income and Endowments from:			
Donations and legacies		1,215	1,215
Charitable activities		45,898	45,898
Investment income	4	<u>62</u>	<u>62</u>
Total Income		<u>47,175</u>	<u>47,175</u>
Expenditure on:			
Charitable activities		<u>(44,685)</u>	<u>(44,685)</u>
Total Expenditure		<u>(44,685)</u>	<u>(44,685)</u>
Net movement in funds		2,490	2,490
Reconciliation of funds			
Total funds brought forward		<u>109,812</u>	<u>109,812</u>
Total funds carried forward	16	<u><u>112,302</u></u>	<u><u>112,302</u></u>


Manchester & Lancashire Family History Society

(Registration number: 515599)

Statement of Financial Position as at 31 December 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	10	4,303	5,072
Current assets			
Stocks	11	6,903	7,895
Debtors	13	2,372	761
Cash at bank and in hand		<u>110,954</u>	<u>117,601</u>
		120,229	126,257
Creditors: Amounts falling due within one year	14	<u>(16,187)</u>	<u>(19,027)</u>
Net current assets		<u>104,042</u>	<u>107,230</u>
Net assets		<u>108,345</u>	<u>112,302</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>108,346</u>	<u>112,302</u>
Total funds	16	<u>108,346</u>	<u>112,302</u>

The financial statements on pages 10 to 18 were approved by the trustees, and authorised for issue on ~~11.04.24~~ and signed on their behalf by:



K Marsland
Treasurer

Manchester & Lancashire Family History Society

Notes to the Financial Statements for the Year Ended 31 December 2023

1 Accounting policies

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.

Income and endowments

Subscriptions received from members are credited to the Statement of Financial Activities over the period of time for which the membership is paid on the following basis:

Due date	Proportion credited as income in year ended 31 December 2023
	%
1 Jan 23	8
1 Feb 23	16.67
1 Mar 23	25.00
1 Apr 23	33.33
1 May 23	41.67
1 Jun 23	50.00
1 Jul 23	58.33
1 Aug 23	66.67
1 Sept 23	75.00
1 Oct 23	83.33
1 Nov 23	91.67
1 Dec 23	100

Donations and legacies

Donations are included in the Statement of Financial Activities (SOFA) in the period to which they relate. Monies are received in advance and are deferred and included within creditors until the period to which they relate. Income is recognised when the society has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that they will be received and the amount can be measured reliably.

Investment income

This is recorded in the SOFA when receivable. This is normally upon notification of the interest paid or payable by the bank.

Other income

Other income is accounted for in the period in which the Society is entitled to the receipt.

Gift Aid recovered on donations is accounted for when it is received.

Manchester & Lancashire Family History Society

Notes to the Financial Statements for the Year Ended 31 December 2023

Expenditure

This is included in the accounts on an accruals basis and is stated net of any recoverable VAT.

Website costs

These include fees attributable to ongoing technology support costs.

Governance costs

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

VAT

The Charity is registered for VAT and amounts in the accounts are stated net of VAT.

Taxation

The Charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

Tangible fixed assets

The Library which includes books, manuscripts, typescripts and microfiche has been included in the accounts thus:-

	at 31 December 2023
	£
Council's valuation 31 December 1991	10,000
Historic additions at cost	27,794
Revaluation movement	(34,794)
	<hr/> 3,000 <hr/>

No depreciation is provided on this asset because it is the Society's practice to maintain these items in a continual state of sound repair and any depreciation would not be material. Write down will be made should there be any impairment to these values.

Depreciation is provided on equipment, furniture & fittings so as to write them off in equal annual instalments over four years.

Stock

An entity shall measure inventories at the lower of cost and estimated selling price less costs to complete and sell.

Unrestricted Funds

These include all grants, donations and any other incoming resources that have no specific restriction attached at the moment the resources were received and are free to be used in the general furtherance of the objects of the Charity.

Manchester & Lancashire Family History Society

Notes to the Financial Statements for the Year Ended 31 December 2023

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic Financial Instruments. Basic Financial Instruments are initially recognised at the transaction value and subsequently measured at their settlement value.

2 Income from donations and legacies

	Unrestricted funds	Total 2023	Total 2022
	£	£	£
Donations	1,268	1,268	1,215
	1,268	1,268	1,215
	1,268	1,268	1,215

3 Income from charitable activities

	Unrestricted funds	Total 2023	Total 2022
	£	£	£
Subscriptions Received	36,524	36,524	33,242
Tax Recovered on Gift Aid Donations	4,642	4,642	4,881
Sales - Publications etc	5,565	5,565	4,618
Miscellaneous Income	631	631	886
FindMyPast - FMP - Royalties	3,858	3,858	2,271
	51,220	51,220	45,898
	51,220	51,220	45,898

4 Investment income

	Unrestricted funds	Total 2023	Total 2022
	£	£	£
Bank interest received	506	506	62
	506	506	62
	506	506	62

Manchester & Lancashire Family History Society

Notes to the Financial Statements for the Year Ended 31 December 2023

5 Expenditure on charitable activities

	Unrestricted funds		Total 2022 £
	General £	Total 2023 £	
Cost of publishing 'The Manchester Genealogist' journal	20,722	20,722	20,121
Cost of publications etc sold	3,845	3,845	2,190
Travel & expenses	111	111	129
Meetings & speaker costs	1,566	1,566	1,710
Events Sponsored by Branches	767	767	-
Website support expenses	13,021	13,021	6,513
	<u>40,032</u>	<u>40,032</u>	<u>30,663</u>

6 Expenditure on managing and administering the Society

	Unrestricted Funds		Total 2022 £
	General £	Total 2023 £	
Service charge	2,592	2,592	3,274
Insurance	708	708	717
Postage, stationery & advertising	3,016	3,016	2,414
Equipment rental charges	711	711	119
Repairs & maintenance	1,001	1,001	728
Paypal, Shopify & Stripe charges	991	991	926
ISP charges - email hosting	386	386	289
Sundry expenses	2,344	2,344	2,109
Depreciation	769	769	759
Governance costs	4,400	4,400	2,687
Total	<u>16,919</u>	<u>16,919</u>	<u>14,022</u>
Total Expenditure (notes 5 & 6)	<u>56,950</u>	<u>56,950</u>	<u>44,685</u>

Manchester & Lancashire Family History Society

Notes to the Financial Statements for the Year Ended 31 December 2023

7 Trustees remuneration and expenses

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

No trustees have received any reimbursed expenses or any other benefits from the charity during the year. A total of £1,222 (2022: £77) was paid to one council member as a reimbursement of travel expenses.

The society uses the system whereby mileage is claimed at the Inland Revenue recognised rate (0.45p per mile) but only actual petrol is drawn and the balance of £344 (2022: £57) was donated back to the society by the Trustees and is included in the donations.

8 Staff costs

The society has no employees. The society is run by the Trustees and Executive Committee members, the main officers being the Chairman, Vice-chairman, General Secretary and the Treasurer.

9 Independent examiner's remuneration

The accountants fee consisted of accountancy fees of £839 - exclusive of VAT (2022: £805) and independent examiners fees of £761 (2022: £730).

10 Tangible fixed assets

	Furniture and equipment £	Library £	Total £
Cost			
At 1 January 2023	13,702	3,000	16,702
At 31 December 2023	13,702	3,000	16,702
Depreciation			
At 1 January 2023	11,630	-	11,630
Charge for the year	769	-	769
At 31 December 2023	12,399	-	12,399
Net book value			
At 31 December 2023	1,303	3,000	4,303
At 31 December 2022	2,072	3,000	5,072

11 Stock

	2023 £	2022 £
Stocks	6,903	7,895

Manchester & Lancashire Family History Society

Notes to the Financial Statements for the Year Ended 31 December 2023

12 Taxation

The Charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

13 Debtors

	2023 £	2022 £
Prepayments	1,795	388
VAT recoverable	577	373
	<u>2,372</u>	<u>761</u>

14 Creditors: amounts falling due within one year

	2023 £	2022 £
Accruals	16,185	19,027

15 Commitments

Service charge commitments

The Society pays a service charge which is £3,274 (2022: £3,274) for the year.

Manchester & Lancashire Family History Society

Notes to the Financial Statements for the Year Ended 31 December 2023

16 Funds

	Balance at 1 January 2023 £	Incoming resources £	Resources expended £	Balance at 31 December 2023 £
Unrestricted funds				
General funds	<u>112,302</u>	<u>52,994</u>	<u>(56,950)</u>	<u>108,346</u>
	Balance at 1 January 2022 £	Incoming resources £	Resources expended £	Balance at 31 December 2022 £
Unrestricted funds				
General funds	<u>109,812</u>	<u>47,175</u>	<u>(44,685)</u>	<u>112,302</u>

17 Analysis of net assets between funds

	Unrestricted funds	Total funds at 31 December 2023 £
	General £	£
Tangible fixed assets	4,303	4,303
Current assets	120,229	120,229
Current liabilities	<u>(16,187)</u>	<u>(16,187)</u>
Total net assets	<u>108,345</u>	<u>108,345</u>
	Unrestricted funds	Total funds at 31 December 2022 £
	General £	£
Tangible fixed assets	5,072	5,072
Current assets	126,257	126,257
Current liabilities	<u>(19,027)</u>	<u>(19,027)</u>
Total net assets	<u>112,302</u>	<u>112,302</u>

18 Related party transactions

There were no related party transactions in the year.

THE MANCHESTER AND LANCASHIRE FAMILY HISTORY SOCIETY

England & Wales - Charity number 515599

Accounts

Charity registration number: 515599

Manchester & Lancashire Family History Society

Annual Report and Financial Statements

for the Year Ended 31 December 2022

Manchester & Lancashire Family History Society

Contents

Administrative Details of the Charity, its Trustees, Executive Committee and Advisors	1
Trustees' Report	2 to 7
Statement of Trustees' Responsibilities	8
Independent Examiner's Report	9
Statement of Financial Activities	10
Statement of Financial Position	11
Notes to the Financial Statements	12 to 18

Manchester & Lancashire Family History Society

Administrative Details of the Charity, its Trustees, Executive Committee and Advisors

Charity Registration Number	515599
Registered Office	Manchester Central Library St Peter's Square Manchester M2 5PD
Independent Examiner	Helen Binns FCA Beever and Struthers One Express 1 George Leigh Street Ancoats Manchester M4 5DL
Bankers	The Royal Bank of Scotland Plc Drummond House (A) Branch 1 Redheughs Avenue Edinburgh EH12 9JN Santander Bootle Merseyside L30 4GB

Trustees/Executive Committee Members

The Trustees/Executive Committee during the year were as follows:

Officers	Elected Members	Branch Representatives
Mr D Muil (Chairman)	Mr M Campbell	Mr M J Couper (Anglo-Scottish)
Dr J B Henshall (Vice-Chairman)	Mrs S Forshaw (w.e.f. 11/05/2022)	Mrs R Greenwood (Bolton)
Mrs E Lowe (Gen.Secretary)	Mrs R Greenwood	Vacant (Irish Ancestry)
Mr K Marsland (Treasurer)	Mrs B H Hartigan	Mrs L Richardson (Oldham)
	Mrs I V Penneyston	

Manchester & Lancashire Family History Society

Trustees' Report

The Trustees of the Charity present their annual report and the unaudited financial statements for the year ended 31 December 2022.

Structure, governance and management

Organisational structure

The Society is governed by an Executive Committee comprising the elected officers of Chairman, Vice-Chairman, Treasurer and General Secretary. In addition, up to nine members are elected by the AGM and a further member nominated by each of the Society's four branches. The Executive Committee may also invite other members to participate in meetings but without voting rights.

The function of the Executive Committee is to ensure that matters relating to the Society's meeting of its objectives and undertakings which will involve the Society in significant financial expenditure or commitment are subject to proper scrutiny and approval and to develop the Society's strategy towards meeting its objectives. The Executive Committee also hears reports on the ongoing activities of the Officers and those members with specific responsibilities. Decisions are taken by simple majority vote, the Chairman exercising a casting vote in the event of a tie. The Executive Committee met on five occasions during the financial year 2022. Various sub-committees held meetings, using a combination of face-to-face and online meetings, as required.

Charitable Status

The Charity is registered as "The Manchester and Lancashire Family History Society" and undertakes its activities under this name. The Society also uses the titles "Anglo Scottish FHS" in connection with its registration with the Scottish Association of Family History Societies, "MLFHS Bolton branch", "MLFHS Bolton FHS" and "MLFHS Oldham branch" in connection with the activities of its Branches with interests in these respective geographical areas. The Society also uses the banner "Manchester Ancestors" in relation to its website www.mlfhs.uk.

Objectives and activities

The principal activities of the Charity throughout the year have continued to be that of promoting and encouraging the public study of British family history and genealogy and also that of promoting the preservation, security and accessibility of relevant archival material.

Public Benefit Statement

The Charity's Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties. This guidance is contained in "Charities and Public Benefit" published by the Charity Commission.

Achievements and performance

Covid-19 Pandemic

2022 was a period of transition after Covid, when the Society recovered and consolidated its programme in the wake of reduced numbers of returning members to meetings, a full complement of HD volunteers [though short on replacements] and an unresolved approach to hybrid meetings. A significant number of Helpdesk volunteers retired during the pandemic years and replacements have been recruited and trained. We are able to field a full complement of daily teams at present, but are having real difficulty in recruiting additional volunteers to stand-in during absences for holiday and sickness leave. This is exacerbated by the continuing impact of Covid cases.

Manchester & Lancashire Family History Society

Trustees' Report

Website

Time was devoted throughout the year to the management of the Society's website under the banner of Manchester Ancestors. Regular contact was maintained with Off Canvas Ltd [OCL], [the sister company of the designers of the site, Web Foundry Limited], who exercised control of the site in accordance with the Technical Support Programme in force.

Education

Our extensive programme of seminars for beginners and experienced researchers alike in Family History research resumed its face-to-face seminars throughout the year and continued to inform members and non-members alike. The commitment and expertise of our team of presenters is evident from the appreciative feedback received. Similar programmes were also run at the Anglo-Scottish, Bolton and Oldham branches.

Membership of The Family History Federation

The Society continued to develop its membership of The Family History Federation, using a number of Federation facilities during the year. Membership extends the reach of the Society beyond the Greater Manchester region and is proving mutually beneficial to the two organisations.

Family History Help Desk

The Family History Help Desk resumed a full 5 hour-a-day, 5 day-a-week service from the beginning of the year. This was achieved only with significant additions to our teams, which became necessary following retirements which occurred throughout the Covid-19 epidemic. As a result, our volunteers were able to receive almost 5,000 visitors throughout the year, contributing upwards of 4,500 volunteer hours to our Help Desk offering, thus approaching pre-pandemic levels. This compares to 400 volunteer-hours during the restrictions in place during 2021.

Census 21

The increased attendance of the public at the Helpdesk was largely prompted by the launch in January of the returns of the 1921 Census by FindMyPast [FMP]. To promote the launch, with the assistance of FMP, our Helpdesk hosted two sold-out online presentations of the elements of the Census release by FMP speakers. At the request of Manchester Central Library management, our Helpdesk teams assumed the leading role in support of the Free Access arrangement to be operated by the Library as the Northern Hub of The National Archives. Such interest was sustained throughout the year despite arrangements to extend free access to other venues at the year-end.

Projects

With the relaxation of Covid restrictions, our various indexing, scanning and transcription teams were able to resume operations at Central Library and other venues whilst also continuing to work from home. Projects suspended during the pandemic have been resumed and, in most cases completed, adding a high volume of data in both the members' area of our website and the more widely available datasets published online. Our databases including the Great Database now contain in excess of 3.3 million records.

The important work of transcribing, by kind permission of the Diocese, the Roman Catholic baptism, marriage and death registers for several more Manchester parishes in the Salford Diocese by homebased and onsite volunteers continued. Five further baptism registers were indexed and transcribed, together with images only of registers for St Casimir, Collyhurst [with names in Polish and other East European languages where translation was not possible]. 241,555 names were added to the available material, which is not otherwise available online. This year's data has been published on a DVD. Our indexes now identify 1,118,176 persons on DVDs and files downloadable via our online bookshop. The registers for all Manchester parishes have now been completed and work has already begun on the remaining registers for the parishes in Salford.

Manchester & Lancashire Family History Society

Trustees' Report

A major project managed by Bolton branch volunteers added a further 19,011 records from the Creed Registers of Bolton Workhouse to the Great Database bringing the total number of records to 64,662.

Our ongoing project to capture historic Newspaper Announcements [principally BMD references] from the Manchester Mercury and the Manchester Courier added a further 19,514 names to the database bringing the total for the project to 41,075. Work continued on the ongoing project to transcribe the registers detailing over 500,000 burials in Manchester and Oldham and added a further 9,242 names from a range of parishes spanning the years 1786-1945. Work continues to add further burials to the record.

Additions of 12,431 baptism, burial and marriage records have been added to databases for parishes across all denominations in Ardwick, Prestwich, Salford and Walmsley as well as the addition of 26 further burials registers to our listing of burial datasets.

A major society project to scan, index and digitise the Admission Registers of Royal Manchester School for the Deaf - a collaboration with The Seashell Trust and Manchester Archives - was completed to the close of 1922 in December after all necessary conservation work was finalised. A further 28 volumes covering the 19th century and early 20th century have been scanned and indexed during the year. The data has been added to the Great Database and has been shared with The Seashell Trust in time for the Trust's bi-centenary in 2024, as originally planned. The project will continue as previously time-barred volumes become available.

A project begun in collaboration with Manchester Jewish Museum to scan 400 letters from World War 1 and a further 100 from World War 2 exchanged with the Zion Chapel in Hulme has been temporarily suspended owing to the illness of a volunteer and will be resumed on her recovery.

Volunteers continue to identify references to streets and buildings shown on Godfrey Maps covering central Manchester, Oldham and Bury for addition to the Godfrey Map Index introduced some years ago. The searchable index now holds the names of 21,521 streets and buildings each identified to district and map number on which it appears.

An index has been completed in respect of the images of 320 Family History Research files previously scanned and these will be added to the Great Database in the future, once work to redact details of living persons has been performed.

Among a range of miscellaneous small projects, Bolton volunteers transcribed and added 264 baptisms for King's Hall Wesleyan Methodist Mission 1932-1958, 402 baptisms at Walmsley Old Chapel, Dimple, 278 names taken from the Little Bolton Poor Rate books and 1,194 Baptisms at Bolton Victoria Hall (Wes Meth) 1897-1965 to the database.

A further 548 deaths of Manchester soldiers whilst in care at Scutari Hospital, Crimea, between 1854 and 1856 have been added to the Great Database bringing the project to completion with a total of 5,893 names. Other projects included transcription 191 names and details of those killed in the explosion at Wood Pit, Haydock on 7 June 1878 and a number of baptisms between 1875-1898 for Audenshaw (Red Hall) Methodist New Connexion.

Anglo Scottish volunteers have begun to add details previously published in early editions of The Manchester Genealogist to the Great Database, thus facilitating name searches. Among these records are 29 for Salford children indentured as apprentices 1810-1821, and details of 45 persons admitted to the Dukinfield Moravian church 1720-1755.

A project begun by Oldham volunteers, to transcribe 2,880 entries from the admission registers of Baguley Sanatorium is ongoing, subject to redaction of all entries relating to patients born after 1921.

Manchester & Lancashire Family History Society

Trustees' Report

The project to add biographical detail to the names of railwaymen employed by the Lancashire & Yorkshire Railway Company, who died whilst serving in World War I and are recognised on the company's War Memorials at Manchester's Victoria Station and Horwich Loco Works, as well as 345 cemeteries and memorials elsewhere, has been completed. The biographical detail for 971 soldiers of the 1489 acknowledged on the memorials has been scanned, indexed and uploaded to the War Memorial Database. A further 518 names, largely relating to soldiers from outside the Greater Manchester boundaries, remain to be researched in future years.

Work was resumed on the Society's major project of indexing civil birth marriage and death registers for the Lancashire BMD public web index. 145,292 Mothers' Maiden Names have been added to existing birth records for births registered at Manchester Register Office completing the work in the Newton and Blackley districts. Work continues in respect of the Hulme District. Indexes to births up to 1996-2000 and all deaths up to 2008 have been updated for Bolton Register Office as well as the addition of 18,672 marriages from 1961 to 1967 in the Salford Register Office. The total number of records currently indexed is 22,250,509 and continues to represent a major resource for British genealogy researchers.

Branches

Our Anglo-Scottish and Bolton branches both celebrated the fortieth anniversary of their founding during the year. Together with our Oldham branch, some years younger, they continue to provide specialist guidance to researchers into local archives whilst bringing a depth of knowledge of local history to bear on the results of research. They accomplish this with a full programme of beginners talks, help desk sessions, local speakers using online and face-to-face meetings with access to local archives at their respective venues. Each branch also publishes its own newsletter at regular intervals throughout the year as well as contributing to the pages of the Society's house journal, *The Manchester Genealogist*, and sustaining its own series of webpages on the Society website, <https://www.mlfhs.uk>. Project work undertaken by branch volunteers is included in the completed project work reported above and continues to add significant transcriptions and digitised records to the Society's archival database on a regular basis. Several presentations were also made on Irish themes to meet an increasing interest in the research of Irish Ancestry.

Online Shop [powered by Shopify]

Sales of books, DVDs and other material have continued at a high level following the restoration of service from Central Library. We continue to offer new material as it is published, and sales contribute significantly to Society income.

Publications

Four issues of "*The Manchester Genealogist*" were published during the year using the well-established size and format. As before, the content of the journal consists mainly of member-submitted articles on various topics relating to Family History research. The most highly regarded research articles were considered for the prestigious Earwaker Prize now in its 33rd year. Regular editions of Society and branch newsletters served the interests of members with Society and branch associations. Facebook, twitter and e-forum platforms showed increased followings, providing more immediate contact between members and non-members alike. A series of Blogs, posted to the Society's website continue to attract members' interest.

Manchester & Lancashire Family History Society

Trustees' Report

Meetings and Events

The Society resumed our Quarterly Meetings programme in May when we welcomed numbers of returning members after two years of cancelled meetings. Four quarterly meetings took place on genealogical topics, alongside additional presentations in relation to the release of 1921 Census returns and several other themes, making 18 meetings in all, with more than 1,200 in attendance. The programmes of 3 branches offered 31 meetings, using a mixture of Room and Zoom platforms and attracting total attendances of upwards of 1,500 from regular visitors and others from across the UK and overseas. The Society organised and delivered a well-attended Local and Family History Fair in the Performance Space in March featuring 15 local organisations with support from our Archives+ partners.

The Society's work was promoted in person at Family History Fairs in Huddersfield, Buxton, Salford and Stretford, as well as other events online throughout the year. Our programme of visits to local libraries and archives, museums and other places of interest resumed with a visit to the refurbished Jewish Museum in Cheetham Hill.

The Society's participation in the Manchester Libraries Festival Activism event in September, the Manchester Literature Festival and the BBC Centenary in October reinforced its commitment to our partnership with Archives+.

Financial review

For the year ended 31 December 2022 the society had incoming resources of £47,175 (2021: £48,019) and expenditure of £44,685 (2021: £42,417) and this resulted in a net surplus for the year of £2,490 (2021: £5,602).

Policy on reserves

At the year-end date the charity held reserves totalling £112,302 (2021: £109,812). All reserves are unrestricted. Amounts held in fixed assets are £5,072 (2021: £4,278) leaving £107,230 (2021: £105,534) in free reserves.

The reserves indicated are a consolidation of reserve funds for MLFHS and the Branches. The reserves policy reflects the costs that would be incurred in re-establishing the society in a suitable city centre location in the event that the lease with Central Library is not renewed.

Plans for future periods

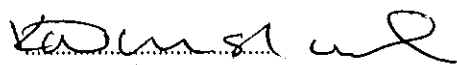
A review of the Society's Constitution recommended procedural changes to reflect the impact of social behaviour and management practices caused during the Covid pandemic. These recommendations will be submitted to members at the forthcoming Annual General Meeting for approval and implementation.

Our work will continue on all the projects currently in progress and we will embark on new projects as time and resources permit. During the year, in accordance with the Strategic Plan, the Society will hold another Family and Local History Fair in the spring, building on the successful event last year and participate in the Manchester Histories Festival in the summer, thus reinforcing the Society's engagement with the Manchester public. Trustees will continue to develop the work of its Promotions and Education Committee to take advantage of the emerging opportunities afforded by online platforms to increase the Society's worldwide reach to its members and the public. We expect to overcome obstacles to operating hybrid meetings from Central Library. Until then we will continue to offer a fully-scheduled annual programme of talks [both online and face-to-face] to maintain close touch with local and more remote members, alongside similar programmes delivered by branches.

Manchester & Lancashire Family History Society

Trustees' Report

The annual report was approved by the trustees of the charity on 5 April 2023 and signed on its behalf by:

A handwritten signature in black ink, appearing to read 'K. Marland', written over a dotted horizontal line.

K. Marland
Trustee

Manchester & Lancashire Family History Society

Statement of Trustees' Responsibilities

Trustees Responsibilities

The purpose of this statement is to distinguish the Executive Committee's responsibilities for the accounts from those of the independent examiner as stated in her report, and to record the principal activities of the Society in the year.

The Executive Committee consists of the Trustees, Officers, Elected Members, Co-opted Members and Branch Representatives and in preparing the accounts for The Manchester & Lancashire Family History Society they are required to carry out their responsibilities with regard to the charitable status of the Society.

The Charity's Trustees are responsible for preparing the Trustees' Annual Report and financial statements in accordance with applicable law and United Kingdom Accounting Standards [United Kingdom Generally Accepted Accounting Practice].

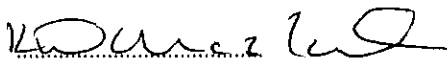
The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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.

In addition, the trust deed requires the Trustees to meet not less than once a year and to keep minutes of those meetings.

Approved by the trustees of the charity on 5 April 2023 and signed on its behalf by:



K Marsland
Trustee

Manchester & Lancashire Family History Society

Independent Examiner's Report to the trustees of Manchester & Lancashire Family History Society

I report to the trustees on my examination of the accounts of Manchester & Lancashire Family History Society (the Trust) for the year ended 31 December 2021.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust'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 Trust 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 applicable 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.



Helen Binns FCA
Beever and Struthers

One Express
1 George Leigh Street
Ancoats
Manchester
M4 5DL

5 April 2023

Manchester & Lancashire Family History Society

Statement of Financial Activities for the Year Ended 31 December 2022

	Note	Unrestricted funds £	Total 2022 £	Total 2021 £
Income and Endowments from:				
Donations and legacies	2	1,215	1,215	558
Charitable activities	3	45,898	45,898	47,459
Investment income	4	<u>62</u>	<u>62</u>	<u>2</u>
Total Income		<u>47,175</u>	<u>47,175</u>	<u>48,019</u>
Expenditure on:				
Charitable activities	5, 6	<u>(44,685)</u>	<u>(44,685)</u>	<u>(42,417)</u>
Total Expenditure		<u>(44,685)</u>	<u>(44,685)</u>	<u>(42,417)</u>
Net movement in funds		2,490	2,490	5,602
Reconciliation of funds				
Total funds brought forward		<u>109,812</u>	<u>109,812</u>	<u>104,210</u>
Total funds carried forward	16	<u><u>112,302</u></u>	<u><u>112,302</u></u>	<u><u>109,812</u></u>

Manchester & Lancashire Family History Society
(Registration number: 515599)
Statement of Financial Position as at 31 December 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	10	5,072	4,278
Current assets			
Stocks	11	7,895	8,132
Debtors	13	761	807
Cash at bank and in hand		<u>117,601</u>	<u>114,619</u>
		126,257	123,558
Creditors: Amounts falling due within one year	14	<u>(19,027)</u>	<u>(18,024)</u>
Net current assets		<u>107,230</u>	<u>105,534</u>
Net assets		<u>112,302</u>	<u>109,812</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>112,302</u>	<u>109,812</u>
Total funds	16	<u>112,302</u>	<u>109,812</u>

The financial statements on pages 10 to 18 were approved by the trustees, and authorised for issue on 5 April 2023 and signed on their behalf by:


K Marsland
Trustee

Manchester & Lancashire Family History Society

Notes to the Financial Statements for the Year Ended 31 December 2022

1 Accounting policies

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.

Income and endowments

Subscriptions received from members are credited to the Statement of Financial Activities over the period of time for which the membership is paid on the following basis:

Due date	Proportion credited as income in year ended 31 December 2022
	%
1 Jan 22	8
1 Feb 22	16.67
1 Mar 22	25.00
1 Apr 22	33.33
1 May 22	41.67
1 Jun 22	50.00
1 Jul 22	58.33
1 Aug 22	66.67
1 Sept 22	75.00
1 Oct 22	83.33
1 Nov 22	91.67
1 Dec 22	100

Donations and legacies

Donations are included in the Statement of Financial Activities (SOFA) in the period to which they relate. Monies are received in advance and are deferred and included within creditors until the period to which they relate. Income is recognised when the society has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that they will be received and the amount can be measured reliably.

Investment income

This is recorded in the SOFA when receivable. This is normally upon notification of the interest paid or payable by the bank.

Other income

Other income is accounted for in the period in which the Society is entitled to the receipt.

Gift Aid recovered on donations is accounted for when it is received.

Manchester & Lancashire Family History Society

Notes to the Financial Statements for the Year Ended 31 December 2022

Expenditure

This is included in the accounts on an accruals basis and is stated net of any recoverable VAT.

Website costs

These include fees attributable to ongoing technology support costs.

Governance costs

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

VAT

The Charity is registered for VAT and amounts in the accounts are stated net of VAT.

Taxation

The Charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

Tangible fixed assets

The Library which includes books, manuscripts, typescripts and microfiche has been included in the accounts thus:-

	at 31 December 2022
	£
Council's valuation 31 December 1991	10,000
Historic additions at cost	27,794
Revaluation movement	(34,794)
	<hr/> 3,000 <hr/>

No depreciation is provided on this asset because it is the Society's practice to maintain these items in a continual state of sound repair and any depreciation would not be material. Write down will be made should there be any impairment to these values.

Depreciation is provided on equipment, furniture & fittings so as to write them off in equal annual instalments over four years.

Stock

An entity shall measure inventories at the lower of cost and estimated selling price less costs to complete and sell.

Unrestricted Funds

These include all grants, donations and any other incoming resources that have no specific restriction attached at the moment the resources were received and are free to be used in the general furtherance of the objects of the Charity.

Manchester & Lancashire Family History Society

Notes to the Financial Statements for the Year Ended 31 December 2022

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic Financial Instruments. Basic Financial Instruments are initially recognised at the transaction value and subsequently measured at their settlement value.

2 Income from donations and legacies

	Unrestricted funds	Total 2022	Total 2021
	£	£	£
Donations	1,215	1,215	558
	1,215	1,215	558

3 Income from charitable activities

	Unrestricted funds	Total 2022	Total 2021
	£	£	£
Subscriptions Received	33,242	33,242	34,235
Tax Recovered on Gift Aid Donations	4,881	4,881	4,043
Sales - Publications etc	4,618	4,618	5,872
Miscellaneous Income	886	886	1,122
FindMyPast - FMP - Royalties	2,271	2,271	2,187
	45,898	45,898	47,459

4 Investment income

	Unrestricted funds	Total 2022	Total 2021
	£	£	£
Bank interest received	62	62	2
	62	62	2

Manchester & Lancashire Family History Society

Notes to the Financial Statements for the Year Ended 31 December 2022

5 Expenditure on charitable activities

	Unrestricted funds	Total 2022 £	Total 2021 £
	General £		
Cost of publishing 'The Manchester Genealogist' journal	20,121	20,121	17,954
Cost of publications etc sold	2,190	2,190	2,662
Travel & expenses	129	129	263
Meetings & speaker costs	1,710	1,710	1,870
Website development expenses	-	-	6,984
Website support expenses	6,513	6,513	-
	<u>30,663</u>	<u>30,663</u>	<u>29,733</u>

6 Expenditure on managing and administering the Society

	Unrestricted Funds	Total 2022 £	Total 2021 £
	£		
Service charge	3,274	3,274	3,274
Insurance	717	717	900
Postage, stationery & advertising	2,414	2,414	3,226
Equipment rental charges	119	119	119
Repairs & maintenance	728	728	488
Paypal, Shopify & Stripe charges	926	926	956
ISP charges - email hosting	289	289	341
Sundry expenses	2,109	2,109	1,188
Depreciation	759	759	567
Governance costs	2,687	2,687	1,626
Total	<u>14,022</u>	<u>14,022</u>	<u>12,684</u>
Total Expenditure (notes 5 & 6)	<u>44,685</u>	<u>44,685</u>	<u>42,417</u>

Manchester & Lancashire Family History Society

Notes to the Financial Statements for the Year Ended 31 December 2022

7 Trustees remuneration and expenses

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

No trustees have received any reimbursed expenses or any other benefits from the charity during the year. A total of £77 (2021: £101) was paid to one council member as a reimbursement of travel expenses.

The society uses the system whereby mileage is claimed at the Inland Revenue recognised rate (0.45p per mile) but only actual petrol is drawn and the balance of £57 (2021: £29) was donated back to the society by the Trustees and is included in the donations.

8 Staff costs

The society has no employees. The society is run by the Trustees and Executive Committee members, the main officers being the Chairman, Vice-chairman, General Secretary and the Treasurer.

9 Independent examiner's remuneration

The accountants fee consisted of accountancy fees of £805 - exclusive of VAT (2021: £800) and independent examiners fees of £730 (2021: £725).

10 Tangible fixed assets

	Furniture and equipment £	Library £	Total £
Cost			
At 1 January 2022	12,149	3,000	15,149
Additions	1,553	-	1,553
At 31 December 2022	13,702	3,000	16,702
Depreciation			
At 1 January 2022	10,871	-	10,871
Charge for the year	759	-	759
At 31 December 2022	11,630	-	11,630
Net book value			
At 31 December 2022	2,072	3,000	5,072
At 31 December 2021	1,278	3,000	4,278

11 Stock

	2022 £	2021 £
Stocks	7,895	8,132

Manchester & Lancashire Family History Society

Notes to the Financial Statements for the Year Ended 31 December 2022

12 Taxation

The Charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

13 Debtors

	2022 £	2021 £
Prepayments	388	380
VAT recoverable	373	427
	761	807

14 Creditors: amounts falling due within one year

	2022 £	2021 £
Accruals	19,027	18,024
	19,027	18,024

15 Commitments

Service charge commitments

The Society pays a service charge which is £3,274 (2021: £3,274) for the year.

16 Funds

	Balance at 1 January 2022 £	Incoming resources £	Resources expended £	Balance at 31 December 2022 £
Unrestricted funds				
General funds	109,812	47,175	(44,685)	112,302
	109,812	47,175	(44,685)	112,302
	Balance at 1 January 2021 £	Incoming resources £	Resources expended £	Balance at 31 December 2021 £
Unrestricted funds				
General funds	104,210	48,019	(42,417)	109,812
	104,210	48,019	(42,417)	109,812

Manchester & Lancashire Family History Society

Notes to the Financial Statements for the Year Ended 31 December 2022

17 Analysis of net assets between funds

	Unrestricted funds General £	Total funds £
Tangible fixed assets	5,072	5,072
Current assets	126,257	126,257
Current liabilities	<u>(19,027)</u>	<u>(19,027)</u>
Total net assets	<u><u>112,302</u></u>	<u><u>112,302</u></u>

18 Related party transactions

There were no related party transactions in the year.

THE MANCHESTER AND LANCASHIRE FAMILY HISTORY SOCIETY

England & Wales - Charity number 515599

Accounts

Charity registration number: 515599

Manchester & Lancashire Family History Society

Annual Report and Financial Statements

for the Year Ended 31 December 2021

Manchester & Lancashire Family History Society

Contents

Administrative Details of the Charity, its Trustees, Executive Committee and Advisors	1 to 2
Trustees' Report	3 to 8
Statement of Trustees' Responsibilities	9
Independent Examiner's Report	10
Statement of Financial Activities	11
Statement of Financial Position	12
Notes to the Financial Statements	13 to 19

Manchester & Lancashire Family History Society

Administrative Details of the Charity, its Trustees, Executive Committee and Advisors

Charity Registration Number	515599
Registered Office	Manchester Central Library St Peter's Square Manchester M2 5PD
Independent Examiner	Maria M. Hallows B.A. F.C.A. Beever and Struthers St George's House 215/219 Chester Road Manchester M15 4JE
Bankers	The Royal Bank of Scotland Plc Drummond House (A) Branch 1 Redheughs Avenue Edinburgh EH12 9JN Santander Bootle Merseyside L30 4GB

Manchester & Lancashire Family History Society

Administrative Details of the Charity, its Trustees, Executive Committee and Advisors

Trustees/Executive Committee Members

The Trustees/Executive Committee during the year were as follows:

Officers	Elected Members	Branch Representatives
Mr D Muil (Chairman)	Mr M Campbell	Mr M J Couper (Anglo-Scottish)
Dr J B Henshall (Vice-Chairman)	Mrs S Forshaw (retired 21/04/2021)	Mr G Holt (Bolton) (resigned 21/04/2021)
Mrs E Lowe (Gen.Secretary)	Mrs R Greenwood	Mrs R Greenwood (Bolton) (w.e.f. 21/04/2021)
Mr K Marsland (Treasurer)	Mrs B H Hartigan (w.e.f. 21/04/2021)	Vacant (Irish Ancestry)
	Mrs B Owen	Mrs L Richardson (Oldham)
	Mrs L V Penneyston	

Manchester & Lancashire Family History Society

Trustees' Report

The Trustees of the Charity present their annual report and the unaudited financial statements for the year ended 31 December 2021.

Trustees Responsibilities

The purpose of this statement is to distinguish the Executive Committee's responsibilities for the accounts from those of the independent examiner as stated in her report, and to record the principal activities of the Society in the year.

The Executive Committee consists of the Trustees [Officers, Elected Members, Co-opted Members and Branch Representatives] and in preparing the accounts for The Manchester & Lancashire Family History Society they are required to carry out their responsibilities with regard to the charitable status of the Society.

The Charity's Trustees are responsible for preparing the Trustees' Annual Report and financial statements in accordance with applicable law and United Kingdom Accounting Standards [United Kingdom Generally Accepted Accounting Practice].

The law applicable to charities in England and Wales 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-FRS 102;
- 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;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

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 and the regulations made in that Act. 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.

In addition, the trust deed requires the Trustees to meet not less than once a year and to keep minutes of those meetings.

Manchester & Lancashire Family History Society

Trustees' Report

Structure, governance and management

Organisational structure

The Society is governed by an Executive Committee comprising the elected officers of Chairman, Vice-Chairman, Treasurer and General Secretary. In addition, up to nine members are elected by the AGM and a further member nominated by each of the Society's four branches. The Executive Committee may also invite other members to participate in meetings but without voting rights.

The function of the Executive Committee is to ensure that matters relating to the Society's meeting of its objectives and undertakings which will involve the Society in significant financial expenditure or commitment are subject to proper scrutiny and approval and to develop the Society's strategy towards meeting its objectives. The Executive Committee also hears reports on the ongoing activities of the Officers and those members with specific responsibilities. Decisions are taken by simple majority vote, the Chairman exercising a casting vote in the event of a tie. Using virtual technology owing to Covid-19 restrictions the Executive Committee met on six occasions during the financial year 2021. Various sub-committees held meetings, also using virtual technology, as required.

Charitable Status

The Charity is registered as "The Manchester and Lancashire Family History Society" and undertakes its activities under this name. The Society also uses the titles "Anglo Scottish FHS" in connection with its registration with the Scottish Association of Family History Societies, "MLFHS Bolton branch", "MLFHS Bolton FHS" and "MLFHS Oldham branch" in connection with the activities of its Branches with interests in these respective geographical areas. The Society also uses the banner "Manchester Ancestors" in relation to its website www.mlfhs.uk.

Objectives and activities

The principal activities of the Charity throughout the year have continued to be that of promoting and encouraging the public study of British family history and genealogy and also that of promoting the preservation, security and accessibility of relevant archival material.

Public Benefit Statement

The Charity's Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties. This guidance is contained in "Charities and Public Benefit" published by the Charity Commission.

Achievements and performance

Covid-19 Pandemic

Though the Coronavirus [Covid-19] pandemic continued to disrupt Society programmes throughout the period, the Society had a successful year. Government restrictions and Local Authority safety protocols limited access to venues and caused some events such as the Society's Annual General Meeting to be re-arranged. However, arrangements were made for key personnel to maintain essential governance tasks by working from home. With the added help of virtual platforms for meetings of the Executive Committee and other planning and decision-making groups disruption was limited.

Manchester & Lancashire Family History Society

Trustees' Report

Website Development

Time was devoted throughout the year to the enhancement of the Society's newly bedded-in website under the banner of Manchester Ancestors. Regular contact was maintained with Off Canvas Ltd [OCL], [the sister company of the designers of the site, Web Foundry Limited], who exercised control of the site in accordance with the Technical Support Programme in force.

Education

Our extensive programme of seminars for beginners in Family History research relied wholly on virtual platforms throughout the year and continued to inform members and non-members alike. The commitment and expertise of our team of presenters is evident from the appreciative feedback received. Similar programmes were also run at the Bolton and Oldham branches for the same limited period. The Members' Handbook was revised and re-issued to accommodate changed circumstances and continued to be a popular point of reference for both new and longer standing members, offering a more accessible understanding of the Society's reach and resources.

Membership of The Family History Federation

The Society continued to develop its membership of The Family History Federation and participated in a number of Federation events during the year. Membership extends the reach of the Society beyond the Greater Manchester region and is proving mutually beneficial to the two organisations.

Family History Help Desk

The Family History Help Desk, which in normal times provides a valuable service as part of our commitment to the "Archives+" partnership, was closed from the beginning of the year to comply with government restrictions on social mobility during the Covid-19 pandemic, and reopened in a limited form when safe to do so in the late autumn. A replacement Help Desk Enquiry service was offered online to members and non-members alike alongside 8 'Hints from the Helpdesk' videos. As a result, in 2021 we welcomed some 500 visitors in total to a mix of face-to-face [5,129 visitors in 2020] and virtual offerings. In the circumstances, about 400 volunteer hours only were donated by volunteers to our Help Desk offering compared to 1,500 volunteer-hours in 2020.

Census 21

In anticipation of the release in early 2022 of the 1921 England & Wales Census Returns by FindMyPast under contract with The National Archives, the Society promoted a year-long project to celebrate the life and times surrounding the year of the Census. Among the contributions to the project was a World [and Manchester] Timeline for 1921, a radio play, a series of blogs, a range of virtual presentations on themes related to events in the year as well as a podcast developed in collaboration with Archives+ partners heralding the Census launch. Further presentations have been planned to sustain interest in the Census in 2022 alongside the leading role to be taken by the Helpdesk teams in support of the Free Access arrangement to be operated by Manchester Central Library as the Northern Hub of The National Archives.

Projects

In spite of Covid restrictions, our various indexing, scanning and transcription teams, working largely from home, have continued to add an exceptionally high volume of data in both the members' area of our website and the more widely available datasets published online. Our databases including the Great Database now contain 2.952 million records. The important work of transcribing the Roman Catholic baptism, marriage and death registers for several more Manchester parishes in the Salford Diocese by homebased volunteers continued. Five further baptism registers were completed during the year and added to the available material, which is not otherwise available online and will be published on a DVD in 2022. Our indexes now identify 833,139 persons on DVDs and files downloadable via our online bookshop. Work has already begun on the remaining registers for the parishes in Salford.

Manchester & Lancashire Family History Society

Trustees' Report

Pandemic restrictions prevented the completion of ongoing projects during 2021. However, we successfully completed distinct stages for many long-term projects and the results have been published on our website. Significant among these was 10,622 BMD references extracted from Manchester Newspapers [bringing the total in the database to 21,514], more than 1,000 newspaper notices for cremations at Manchester Crematorium pre-1940, a further 11,426 records from 5 books of the Creed Registers of Bolton Workhouse [46,595 records from 14 of the 21 registers are now online] and 2,771 names of pupils admitted to Manchester Grammar School between 1730 and 1873. A project to transcribe the registers detailing over 500,000 burials in Manchester and Oldham added a further 16,300 records to the Great Database for parishes in Ardwick, Bradford, Harpurhey, Hulme, Pendlebury, Shaw and Salford. Work continues to add further burials to the record. The Great Database was further enlarged by 1,864 deaths at Scutari Hospital during the Crimean War, 828 scholars from the Admission Registers of Manchester School in the 18th and 19th centuries, and additions from both Slater's and Kelly's Street Directories in 1879, 1911 and 1933 for publicans and their public houses, beer sellers [1,690] and Fish Fryers [1850] as well as 128 entries from the Society's collection of Orphan BMD certificates. Other important additions were the addition of 321 names of Manchester & Salford Church Ministers from Kelly's 1929-1933 Street Directory as well as details of Manchester Church of England churches from Crockford's Clerical Directory of 1898. These have been added to the Great Database Trades & Professions. Indexing of The Manchester Genealogist continued throughout the year with 111 articles indexed. The index now has surname, author, title, place name and keyword indexes to 3,548 articles.

Additions of 12,431 baptism, burial and marriage records have been added to databases for parishes across all denominations in Ardwick, Prestwich, Salford and Walmsley as well as the addition of 26 further burials registers to our listing of burial datasets.

Work continued to enhance longstanding datasets with the addition of 3,989 records to the Great Database in respect of previously lost portions of Chorlton-on-Medlock 1851 Census which now totals over 227,000 names and the revision of the Street Index to 1934 Lancashire Street Atlas to which 125 streets have been added, bringing the total number of streets identified to 44,139.

A major society project to scan, index and digitise the Admission Registers of Royal Manchester School for the Deaf - a collaboration with The Seashell Trust - on hold pending the ending of the Covid restrictions, resumed in October when access to registers held by Manchester Archives became available once more. Arrangements have been finalised to put in hand conservation work necessary in the case of one volume to enable work to be completed up to 1921. The project will continue as further volumes become available. Similarly, a project begun in collaboration with Manchester Jewish Museum to scan letters exchanged with the Zion Church was suspended during the Covid restrictions and will be resumed in the coming year.

An index has been completed in respect of the images of 320 Family History Research files previously scanned and these will be added to the Great Database in the coming year.

Smaller projects in the military sphere included 236 recipients of the Military General Service Medal to serving soldiers in the Lancashire Fusiliers in 1847, a diary kept by Lieutenant Charles Earsham Cooke MC during service at Gallipoli, the names of 30 Lancashire men serving with 3rd Royal Lancashire Militia who died at Gibraltar in 1855. and the muster roll in 1896-1917 of the 1/9th Bn Manchester Regiment [Terr.], as well as names, addresses and dates of birth of officers in the 49th [Openshaw] Battalion Home Guard.

A project to add an online index to aid researchers' access to the Monumental Inscription Database previously uploaded was begun, completing 133 graveyards by the end of the year. Work continues to complete the index. Meanwhile, a further 3,985 names from 741 memorials have been added to the M.I. database, which now numbers in excess of 614,000 records.

Manchester & Lancashire Family History Society

Trustees' Report

The War Memorial Database has benefitted from the addition of a further 3,379 names of soldiers from both World Wars commemorated on 9 memorials, bringing the total number of names to in excess of 69,000 from more than 1,000 memorials.

Progress to add to the 971 names of railwaymen employed by the Lancashire & Yorkshire Railway Company, who died whilst serving in World War I and are recognised on the company's War Memorials at Manchester's Victoria Station and Horwich Loco Works, was suspended during the pandemic. Biographical detail has been obtained in respect of the 971 recognised on both memorials, as well as 345 cemeteries and memorials elsewhere. A further 518 names, largely relating to soldiers from outside the Greater Manchester boundaries, remain to be researched when work on the project resumes.

Work was suspended on the Society's major project of indexing civil birth marriage and death registers for the Lancashire BMD public web index. It is hoped to resume work during 2022, though as the main task is currently the addition of mothers' maiden names to existing birth entries, thus improving the quality of information, the number of entries to be added will be relatively small. The total number of records currently indexed is 22,156,536 and continues to represent a major resource for British genealogy researchers.

Branches

Despite the restrictions on social mobility our branches at Bolton and Oldham, and the Anglo-Scottish branch in Manchester continued to offer a wide and varied programme of seminars, talks and research guidance. Several presentations were also made on Irish themes to meet an increasing interest in the research of Irish Ancestry, which it is hoped will be sustained in the coming year. All were delivered online in the absence of physical venues for the benefit of members and the general public alike. Project work undertaken by branch volunteers is included in the completed project work reported above and continues to add significant transcriptions and digitised records to the Society's archival database on a regular basis.

Online Shop [powered by Shopify]

Sales of books, DVDs and other material have continued at a high level despite the pandemic, when the shop remained open with orders fulfilled by home-based volunteers, with occasional resort to less popular stocks held in the Society's secure store in Central Library.

Publications

Four issues of "The Manchester Genealogist" were published during the year using the well-established size and format. As before, the content of the journal consists mainly of member-submitted articles on various topics relating to Family History research. The final edition of 128, rather than the regular 96 pages, contained articles outlining many aspects of life and times during the year of the 1921 Census. The most highly regarded research articles were considered for the prestigious Earwaker Prize now in its 31st year. Regular editions of Society and branch newsletters served the interests of members with Society and branch associations. Facebook, twitter and e-forum platforms showed increased followings, providing more immediate contact between members and non-members alike. A series of Blogs, many related to the Census 21 project posted to the Society's website has attracted much attention.

Meetings and Events

Relying on virtual meetings throughout the pandemic, the Society was able to hold all four of its quarterly meetings on genealogical topics, alongside additional presentations in relation to its Census 21 project and several other themes, making 14 meetings in all, with more than 1,100 in attendance. Although similarly affected, the programmes of 3 branches offered 32 meetings attracting total attendances of 1,664 from regular visitors and others from across the UK and overseas. The Society's work was promoted in person at three Family History fairs and online at other events throughout the year. Our programme of visits to local libraries and archives, museums and other places of interest was severely curtailed owing to the restrictions on social mobility.

Manchester & Lancashire Family History Society

Trustees' Report

Financial review

For the year ended 31 December 2021 the society had incoming resources of £48,019 (2020: £50,843) and expenditure of £42,417 (2020: £61,076) and this resulted in a net surplus for the year of £5,602 (2020: net deficit £10,233).

Policy on reserves

At the year end date the charity held reserves totalling £109,812 (2020: £104,210). All reserves are unrestricted. Amounts held in fixed assets are £4,278 (2020: £4,101) leaving £105,534 (2020: £100,109) in free reserves.

The reserves indicated are a consolidation of reserve funds for MLFHS and the Branches. The reserves policy reflects the costs that would be incurred in re-establishing the society in a suitable city centre location in the event that the lease with Central Library is not renewed.

Plans for future periods

Our work will continue on all the projects currently in progress and we will embark on new projects as time and resources permit. During the year, in accordance with the Strategic Plan, the Society will hold a Family and Local History Fair in the spring and participate in the Manchester Histories Festival in the summer, thus resuming the Society's engagement with the Manchester public. At the beginning of 2022, Bolton branch will celebrate the 40th anniversary of its formation as will the Anglo-Scottish branch in November. Trustees will continue to develop the work of its Promotions and Education Committee to take advantage of the emerging opportunities afforded by online platforms to increase the Society's worldwide reach to its members and the public. The Society will resume a fully-scheduled annual programme of talks [both online and, when safe to do so, face-to-face] alongside similar programmes delivered by branches.

The annual report was approved by the trustees of the charity on 01/03/22 and signed on its behalf by:



K Marsland
Trustee

Manchester & Lancashire Family History Society

Statement of Trustees' Responsibilities

Trustees Responsibilities

The purpose of this statement is to distinguish the Executive Committee's responsibilities for the accounts from those of the independent examiner as stated in her report, and to record the principal activities of the Society in the year.

The Executive Committee consists of the Trustees, Officers, Elected Members, Co-opted Members and Branch Representatives and in preparing the accounts for The Manchester & Lancashire Family History Society they are required to carry out their responsibilities with regard to the charitable status of the Society.

The Charity's Trustees are responsible for preparing the Trustees' Annual Report and financial statements in accordance with applicable law and United Kingdom Accounting Standards [United Kingdom Generally Accepted Accounting Practice].

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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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.

In addition, the trust deed requires the Trustees to meet not less than once a year and to keep minutes of those meetings.

Approved by the trustees of the charity on 09/03/22 and signed on its behalf by:



K Marsland
Trustee

Manchester & Lancashire Family History Society

Independent Examiner's Report to the trustees of Manchester & Lancashire Family History Society

I report to the trustees on my examination of the accounts of Manchester & Lancashire Family History Society (the Trust) for the year ended 31 December 2021.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').


I report in respect of my examination of the Trust'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 Trust 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 applicable 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.



.....
Maria M. Hallows B.A., F.C.A.

Beever and Struthers
St George's House
215/219 Chester Road
Manchester
M15 4JE

Date: 30 March 2022

Manchester & Lancashire Family History Society

Statement of Financial Activities for the Year Ended 31 December 2021

	Note	Unrestricted funds £	Total 2021 £	Total 2020 £
Income and Endowments from:				
Donations and legacies	2	558	558	1,499
Charitable activities	3	47,459	47,459	49,315
Investment income	4	<u>2</u>	<u>2</u>	<u>29</u>
Total Income		<u>48,019</u>	<u>48,019</u>	<u>50,843</u>
Expenditure on:				
Charitable activities	5, 6	<u>(42,417)</u>	<u>(42,417)</u>	<u>(61,076)</u>
Total Expenditure		<u>(42,417)</u>	<u>(42,417)</u>	<u>(61,076)</u>
Net movement in funds		5,602	5,602	(10,233)
Reconciliation of funds				
Total funds brought forward		<u>104,210</u>	<u>104,210</u>	<u>114,443</u>
Total funds carried forward	16	<u>109,812</u>	<u>109,812</u>	<u>104,210</u>

All of the charity's activities derive from continuing operations during the above two periods.

Manchester & Lancashire Family History Society

(Registration number: 515599)

Statement of Financial Position as at 31 December 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	10	4,278	4,101
Current assets			
Stocks	11	8,132	7,310
Debtors	13	807	650
Cash at bank and in hand		<u>114,619</u>	<u>108,625</u>
		123,558	116,585
Creditors: Amounts falling due within one year	14	<u>(18,024)</u>	<u>(16,476)</u>
Net current assets		<u>105,534</u>	<u>100,109</u>
Net assets		<u>109,812</u>	<u>104,210</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>109,812</u>	<u>104,210</u>
Total funds	16	<u>109,812</u>	<u>104,210</u>

The financial statements on pages 11 to 19 were approved by the trustees, and authorised for issue on 09/03/22 and signed on their behalf by:



K Marsland
Trustee

Manchester & Lancashire Family History Society

Notes to the Financial Statements for the Year Ended 31 December 2021

1 Accounting policies

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.

Income and endowments

Subscriptions received from members are credited to the Statement of Financial Activities over the period of time for which the membership is paid on the following basis:-

Due date	Proportion credited as income in year ended 31 December 2021	
		%
1 Jan 21		100
1 Feb 21		91.67
1 Mar 21		83.33
1 Apr 21		75.00
1 May 21		66.67
1 Jun 21		58.33
1 Jul 21		50.00
1 Aug 21		41.67
1 Sept 21		33.33
1 Oct 21		25.00
1 Nov 21		16.67
1 Dec 21		8.33

Donations and legacies

Donations are included in the Statement of Financial Activities (SOFA) in the period to which they relate. Monies are received in advance and are deferred and included within creditors until the period to which they relate. Income is recognised when the society has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that they will be received and the amount can be measured reliably.

Investment income

This is recorded in the SOFA when receivable. This is normally upon notification of the interest paid or payable by the bank.

Other income

Other income is accounted for in the period in which the Society is entitled to the receipt.

Gift Aid recovered on donations is accounted for when it is received.

Manchester & Lancashire Family History Society

Notes to the Financial Statements for the Year Ended 31 December 2021

Expenditure

This is included in the accounts on an accruals basis and is stated net of any recoverable VAT.

Website development costs

These include fees attributable to the design and build of the new website and ongoing technology support costs.

Website development costs are accounted for in the period in which the Charity incurred the cost.

Governance costs

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

VAT

The Charity is registered for VAT and amounts in the accounts are stated net of VAT.

Taxation

The Charity is a registered Charity and is exempt from taxation on its income and expenditure.

Tangible fixed assets

The Library which includes books, manuscripts, typescripts and microfiche has been included in the accounts thus:-

	31 December 2019 and 2020
	£
Council's valuation 31 December 1991	10,000
Historic additions at cost	27,794
Revaluation movement	(34,794)
	<hr/> 3,000 <hr/>

No depreciation is provided on this asset because it is the Society's practice to maintain these items in a continual state of sound repair and any depreciation would not be material. Write down will be made should there be any impairment to these values.

Depreciation is provided on equipment, furniture & fittings so as to write them off in equal annual instalments over four years.

Stock

An entity shall measure inventories at the lower of cost and estimated selling price less costs to complete and sell.

Unrestricted Funds

These include all grants, donations and any other incoming resources that have no specific restriction attached at the moment the resources were received and are free to be used in the general furtherance of the objects of the Charity.

Manchester & Lancashire Family History Society

Notes to the Financial Statements for the Year Ended 31 December 2021

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic Financial Instruments. Basic Financial Instruments are initially recognised at the transaction value and subsequently measured at their settlement value.

2 Income from donations and legacies

	Unrestricted funds	Total 2021	Total 2020
	£	£	£
Donations	558	558	1,499
	558	558	1,499
	558	558	1,499

3 Income from charitable activities

	Unrestricted funds	Total 2021	Total 2020
	£	£	£
Subscriptions Received	34,235	34,235	38,442
Tax Recovered on Gift Aid Donations	4,043	4,043	3,431
Sales - Publications etc	5,872	5,872	4,554
Miscellaneous Income	1,122	1,122	1,099
FindMyPast - FMP - Royalties	2,187	2,187	1,789
	47,459	47,459	49,315
	47,459	47,459	49,315

4 Investment income

	Unrestricted funds	Total 2021	Total 2020
	£	£	£
Bank interest received	2	2	29
	2	2	29
	2	2	29

Manchester & Lancashire Family History Society

Notes to the Financial Statements for the Year Ended 31 December 2021

5 Expenditure on charitable activities

	Unrestricted funds	Total 2021 £	Total 2020 £
	General £		
Cost of publishing 'The Manchester Genealogist' journal	17,954	17,954	17,009
Cost of publications etc sold	2,662	2,662	1,662
Travel & expenses	263	263	171
Meetings and speaker costs	1,870	1,870	750
Website development expenses	6,984	6,984	28,105
	<u>29,733</u>	<u>29,733</u>	<u>47,697</u>

6 Expenditure on managing and administering the Society

	Unrestricted Funds	Total 2021 £	Total 2020 £
	£		
Service charge	3,274	3,274	3,274
Insurance	900	900	773
Postage, stationery & advertising	3,226	3,226	2,622
Equipment rental charges	119	119	172
Repairs & maintenance	488	488	684
Paypal, Shopify & Stripe charges	956	956	851
ISP charges - email hosting	341	341	288
Sundry expenses	1,188	1,188	1,737
Depreciation	567	567	557
Governance costs	1,626	1,626	2,421
Total	<u>12,684</u>	<u>12,684</u>	<u>13,379</u>
Total Expenditure (notes 5 & 6)	<u>42,417</u>	<u>42,417</u>	<u>61,076</u>

Manchester & Lancashire Family History Society

Notes to the Financial Statements for the Year Ended 31 December 2021

7 Trustees remuneration and expenses

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

No trustees have received any reimbursed expenses or any other benefits from the charity during the year. A total of £101 (2020: £98) was paid to one council member as a reimbursement of travel expenses.

The society uses the system whereby mileage is claimed at the Inland Revenue recognised rate (0.45p per mile) but only actual petrol is drawn and the balance of £29 (2020: £64) was donated back to the society by the Trustees and is included in the donations.

8 Staff costs

The society has no employees. The society is run by the Trustees and Executive Committee members, the main officers being the Chairman, Vice-chairman, General Secretary and the Treasurer.

9 Independent examiner's remuneration

The accountants fee consisted of accountancy fees £800 - exclusive of VAT (2020: £790) and independent examiners fees of £725 (2020: £680).

10 Tangible fixed assets

	Furniture and equipment £	Library £	Total £
Cost			
At 1 January 2021	11,406	3,000	14,406
Additions	743	-	743
At 31 December 2021	12,149	3,000	15,149
Depreciation			
At 1 January 2021	10,305	-	10,305
Charge for the year	566	-	566
At 31 December 2021	10,871	-	10,871
Net book value			
At 31 December 2021	1,278	3,000	4,278
At 31 December 2020	1,101	3,000	4,101

11 Stock

	2021 £	2020 £
Stocks	8,132	7,310

Manchester & Lancashire Family History Society

Notes to the Financial Statements for the Year Ended 31 December 2021

12 Taxation

The Charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

13 Debtors

	2021 £	2020 £
Prepayments	380	254
VAT recoverable	427	396
	807	650

14 Creditors: amounts falling due within one year

	2021 £	2020 £
Accruals	18,024	16,477
	18,024	16,477

15 Commitments

Service charge commitments

The Society pays a service charge which is £3,274 (2020: £3,274) for the year.

16 Funds

	Balance at 1 January 2021 £	Incoming resources £	Resources expended £	Balance at 31 December 2021 £
Unrestricted funds				
General funds	104,210	48,019	(42,417)	109,812
	114,443	50,843	(61,076)	104,210

Manchester & Lancashire Family History Society

Notes to the Financial Statements for the Year Ended 31 December 2021

17 Analysis of net assets between funds

	Unrestricted funds General £	Total funds £
Tangible fixed assets	4,278	4,278
Current assets	123,558	123,558
Current liabilities	<u>(18,024)</u>	<u>(18,024)</u>
Total net assets	<u>109,812</u>	<u>109,812</u>

18 Related party transactions

There were no related party transactions in the year.

THE MANCHESTER AND LANCASHIRE FAMILY HISTORY SOCIETY

England & Wales - Charity number 515599

Accounts

BALANCE SHEET as at 31st December 2020

		(2019)
Fixed Assets		
Library Books	3,000	3,000
Office Equipment, furniture etc	1,101	1,658
Total Fixed Assets	4,101	4,658
Current Assets		
Stock of books for resale	7,310	7,465
Debtors	650	626
Cash at bank and in hand	108,625	122,799
Total Current Assets	116,585	130,890
Total Assets	120,686	135,548
Current Liabilities		
Creditors	16,476	21,105
Total Current Liabilities	16,476	21,105
Total Assets less current liabilities	104,210	114,443
Reserves		
Unrestricted Funds	104,210	114,443



The Manchester and Lancashire Family History Society

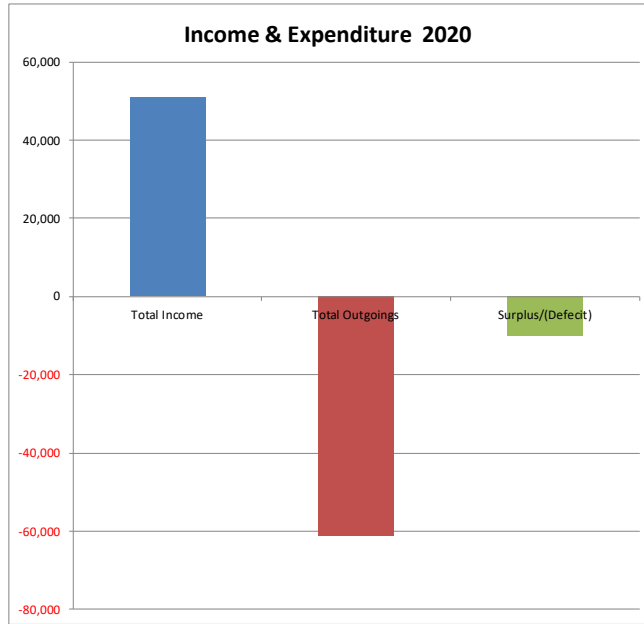
Annual General Meeting

21st April 2021

The unabridged version of the Accounts together with the Trustees' Annual Report can be found on our web site: www.mlfhs.org.uk

SUMMARY 2020

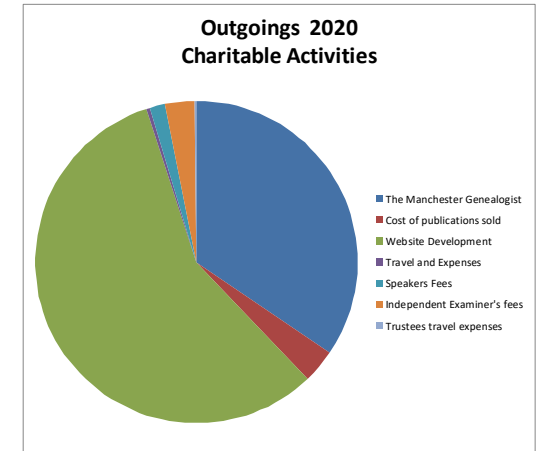
Total Income	50,843
Total Outgoings	(61,076)
Surplus/(Defecit)	(10,233)
2019 Surplus	8,245



OUTGOINGS 2020

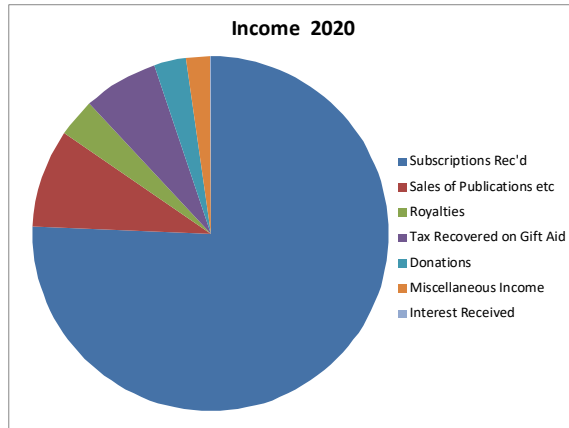
Charitable Activities & Governance Costs

The Manchester Genealogist	17,009
Cost of publications sold	1,662
Website Development	28,105
Travel and Expenses	171
Speakers Fees	750
Independent Examiner's fees	1,470
Trustees travel expenses	98
Total Charitable Activities costs	49,265
2019 Total	28,454



INCOME 2020

Subscriptions Rec'd	38,442
Sales of Publications etc	4,554
Royalties	1,789
Tax Recovered on Gift Aid	3,431
Donations	1,499
Miscellaneous Income	1,099
Interest Received	29
Total Income	50,843
2019 Total	53,010



OUTGOINGS 2020

Support Costs

Service Charge - MCL	3,274
Room Hire	0
Printing, Stationery & Advertising	2,622
Sundry Expenses	1,738
FFHS Subscription	852
Insurance	773
Depreciation	557
ISP Charges	288
Paypal & Shopify Charges	851
Repairs & Maintenance	684
Equipment Rental	172
Total Administration costs	11,811
2019 Total	16,311

