

# THE LEICESTERSHIRE AND RUTLAND FAMILY HISTORY SOCIETY

England & Wales · Charity number 518870

## Details

---

**Other names** LEICESTERSHIRE FAMILY HISTORY SOCIETY

**Status** Registered

**Legal form** Other

**Registered** 1987-05-28

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

## Contact

---

**Address** 3 Stratton Close  
Market Harborough  
LE16 9LL

**Phone** 01858440728

**Email** [chairman@lrfhs.org.uk](mailto:chairman@lrfhs.org.uk)

**Website** [www.lrfhs.org.uk](http://www.lrfhs.org.uk)

## Activities

---

**Objects:** 1) TO PROMOTE AND ENCOURAGE THE PUBLIC STUDY OF FAMILY HISTORY, GENEALOGY, HERALDRY AND LOCAL HISTORY WITH PARTICULAR REFERENCE TO THE HISTORIC COUNTIES OF LEICESTERSHIRE AND RUTLAND.2) TO PROMOTE THE PRESERVATION, SECURITY AND ACCESSIBILITY OF ARCHIVAL MATERIAL.

**Activities:** Providing help and support for people wanting to discover their ancestors and to provide a resource centre for that purpose.

## Classification

---

- **How:** Provides Advocacy/advice/information, Sponsors Or Undertakes Research
- **What:** Education/training, Environment/conservation/heritage
- **Who:** The General Public/mankind

## Geography

- **Area of benefit:** HISTORIC COUNTIES OF LEICESTERSHIRE AND RUTLAND
- Leicestershire
- Rutland

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£28,443	£29,333	-	-
2023-12-31	£25,784	£25,198	-	-
2022-12-31	£22,760	£27,217	-	-
2021-12-31	£24,039	£26,399	-	-
2020-12-31	£25,230	£24,611	-	-

## Trustees

Name	Role	Appointed
Dorinda Webster		2025-07-01
Ian Phillpott		2019-03-24
John Lovett		2017-03-12
Kevin Graham Brown		2024-04-09
Linda Joyce Tyrrell		2022-07-12
Mavis Liggins Battell		2021-12-07
Sandra Barker		2018-03-12
Susan Lester		2017-03-12
Susan Murphy		2018-05-15
Suzanne Barnacle		2025-07-01

**THE LEICESTERSHIRE AND RUTLAND FAMILY HISTORY SOCIETY**

England & Wales - Charity number 518870

---

# Accounts

---

# Leicestershire and Rutland Family History Society



## Financial Statements For the Year Ended 31 December 2024

# Leicestershire and Rutland Family History Society

## Reference and administration details

Reg charity number: 518870

Principal address: The Rutland Suite  
7-9 Every Street  
Leicester  
LE1 6AG

Website: <http://www.lrfhs.org.uk>

Contact: chairman@lrfhs.org.uk  
secretary@lrfhs.org.uk

Trustees:

J Lovett	Chairman	Appointed 22 June 2024
K Brown	Vice Chairman	Appointed 22 June 2024
S Wyllie	Treasurer	Appointed 22 June 2024
S Barker	Secretary	Appointed 22 June 2024
S Lester	Publicity Officer	Appointed 22 June 2024
I Phillpott	Editor	Appointed 22 June 2024
S Murphy	Volunteers	Appointed 22 June 2024
M Battell	Memberships	Appointed 22 June 2024
L Tyrell	Committee Member	Appointed 22 June 2024

Governing document: Constitution adopted in 1998 revised in 2002, 2005, 2019 and 2022

Bank: Nat West Bank  
7 Hinckley Road  
Leicester  
LE3 0TQ

Independent examiners: Mrs Sarah Smith MSc. BSc. FCCA. FCIE. mNAVP.  
TSA (Oakham) Ltd  
Temple House  
8 Main Street  
Cold Overton  
Leicestershire  
LE15 7QA

# Leicestershire and Rutland Family History Society

## Independent Examiners report to the Trustees of Leicestershire and Rutland Family History Society

I report on the accounts of the charity for the year ended 31 December 2024, which are set out on the attached pages.

### **Respective responsibilities of Trustee and Examiner.**

As the charity's trustees you are responsible for the preparation of the accounts; you consider the audit requirement of s144 (2) of the Charities Act 2011 (the 2011 Act) does not apply, and that an independent examination is needed.

It is my responsibility to examine the accounts under s 145 of the 2011 Act; to follow the procedures laid down in the General Directions given by the Charity Commission under s145(5)(b) of the 2011 Act; and to state whether particular matters have come to my attention.

### **Basis of independent examiners report.**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in audit and, consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

### **Independent examiners statement.**

In connection with my examination, *no matter has come to my attention*:

(1) which gives me reasonable cause to believe that, in any material respect, the requirements:

\* to keep accounting records in accordance with s130 of the 2011 Act; and

\* to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act have not been met.

(2) There are no other matters to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

## Sarah Smith

Mrs Sarah Smith MSc BSc FCCA FCIE  
TSA (Oakham) Ltd  
Temple House  
8 Main Street  
Cold Overton  
Leicestershire  
LE15 7QA

Date: 23 May 2025

# **Leicestershire and Rutland Family History Society**

## **Trustees' annual report for the year ended 31 December 2024**

The trustees present their report with the financial statements of the charity for the year ended 31 December 2024. The financial statements have been prepared in accordance with accounting policies as set out by charity law and are based on a receipts and payments format adopted by the committee on 6 December 2016. The report includes the information given on the reference and administration page (see page 2).

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### Governing document

The Leicestershire and Rutland Family History Society is controlled by its governing document which was adopted on 20 November 1985 with its various revisions. The latest version of the Constitution is dated 12 August 1998 with amendments in 2002, 2005, 2019 and 2022 and constitutes an unincorporated charity. The elected Executive Committee Officers and Executive Committee Members during the year were the trustees.

#### Recruitment and appointment of new trustees

Under the requirements of the Society's constitution, new trustees are elected annually at the AGM. A retiring member of the Executive Committee is eligible for re-election.

#### Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

### **OBJECTIVES AND ACTIVITIES**

#### Objectives and aims

The objectives of the Society, as stated in its constitution, are:

- 1) To promote and encourage the public study of family history, genealogy, heraldry and local history, with particular reference to the historical counties of Leicestershire and Rutland
- 2) To promote the preservation, security and accessibility of archival material.

The family history Research Centre is staffed by volunteers who provide help and advice to members and non-members who wish to trace their family histories. The Research Centre provides access to a number of family history records, internet access and other computer-based records, and also houses a library. Similar services, but on a smaller scale, are provided by the local branches.

Journals are sent to members on a quarterly basis and these provide information, education and help for family history researchers.

#### Public benefit

The trustees have reviewed the outcomes, achievements of the objectives and activities for the year to ensure they remain focused on the Society's aims and continue to deliver benefits to the public.

The trustees are satisfied that the charity's activities provide a wide public benefit.

### **ACHIEVEMENT AND PERFORMANCE**

#### Membership

Membership of the Society has stabilised, but not increased, in the last two years in line with other societies. Family history societies have had to face the continuing challenge of the popularity of research on the internet and the likelihood of a decline in membership. Our Society continues its efforts to attract and retain members by offering services, Zoom lectures, open days and facilities best obtained through membership and by encouraging activities in the Society's affairs. Our 50<sup>th</sup> Anniversary celebrations widened the profile of the Society and has brought in new members.

# **Leicestershire and Rutland Family History Society**

## **Trustees' annual report for the year ended 31 December 2024**

### **(continued)**

#### Research Centre

The Research Centre is located at 7-9 Every Street, Leicester which is rented from Leicester City Council. Our Research Centre is now available to all our members on a weekly basis. Our volunteers are available to assist our members and visitors with their research on four days each week.

The Research Centre services continue to be supported by our researchers who have been providing help to our members and members of the public during this time. The Society has continued to benefit from the work of those dedicated members who have extracted and transcribed records which are made available through its publications, memory sticks, online sales and CDs.

The trustees would like to express their thanks to those members volunteering to undertake numerous tasks to maintain the work of the Society, particularly those duty volunteers whose expertise greatly assists visitors.

Audits of stock are carried out each year in the Research Centre library. Appropriate members contributions are accepted but many of the older publications have been sold off through the Research Centre and by branches.

News, activities and events are publicised through our social media pages and a monthly Newsletter to our online members. Volunteers carry out a large amount of research for Society members, something particularly welcomed by overseas and out of county members. This has continued throughout the year.

#### The Journal

The Society's quarterly journal remains a key benefit to members, providing interesting and instructive articles on family and local history. It also provides a forum for correspondence and interaction between members through its 'Mailbox' feature.

#### Genealogical projects

The Society's ongoing work to produce new genealogical sources continues and these datasets are a valuable resource for our members and the public through our social media platforms.

#### Branches

The Society has a network of branches whose members provide extensive programmes namely Hinckley, Leicester, Loughborough (which closed in the current year), Market Harborough and Rutland. Local meetings cover a wide range of subjects on many aspects of family and local history.

The branches were able to provide regular activities and the Society has also utilised Zoom in the winter months to attract a wider audience and these have proven very popular for members and non-members and has also been a source of new members.

#### **50<sup>th</sup> ANNIVERSARY OF THE SOCIETY**

September 2024 was the 50<sup>th</sup> anniversary of the Society and this important milestone was celebrated with a number of activities during the second half of the year. These included the publication of a special colour Golden Jubilee journal, a full day family history fair, an exhibition funded by a grant from the Leicestershire Archaeological and Historical Society (LAHS) telling members' ancestral stories and a Zoom talk on DNA by Professor Turi King.

# Leicestershire and Rutland Family History Society

## Trustees' annual report for the year ended 31 December 2024 (continued)

### FINANCIAL REVIEW

The charity made a small deficit in the year, £890 compared to a small surplus the previous year £586. This is due to the 50<sup>th</sup> anniversary costs which were largely met out of reserves. Net unrestricted fund costs borne were £3,110.

#### Reserves policy

In 2024 the trustees have made economies wherever possible without reducing the service to the Society members, and have sought to increase income by giving priority to recruiting new members and promoting sales of publications, Datasets, memory sticks and online sales. The Society is currently in dispute with our landlord regarding payment of our service charges as required under the lease. The current charges shown on the Statement of Assets and Liabilities reflect the full invoiced costs still payable of £13,270 to the Landlord but all of these costs continue to be disputed. Any amounts paid will directly impact on our Receipts and Payments for the 2025 year.

During the year ended 31 December 2024, the membership numbers have stabilised which is encouraging for the future of the Society. (2024: average 988, 2023: average 977) The achievement of an overall increase in membership, given the current climate for organisations such as ours, is very encouraging thanks to the hard work of the Committee.

The Society's policy on reserves is to maintain these at a level equal to between 12 and 18 months of outgoings for the following potential purposes:

- 1) To cover obligations to pay future rent of the Research Centre in the event of a fall in normal revenue income or a possible increase in rent and service charges by Leicester City Council.
- 2) To buy research material which may become available from time to time
- 3) To renew and to buy further equipment and Family History resources for the Research Centre to assist research and education

The Society maintains one current bank account, a deposit account and a PayPal account. The major cash reserves are in a NatWest reserve account to maximise any income potential not realised in other accounts. The committee will continue to keep income and expenditure under review during the coming year and are satisfied that the membership numbers and reserves will ensure that creditors can be paid when due, in full and for at least 12 months from the balance sheet signature date.

The trustees declare that they have approved the Trustees' Report above.

Signed on behalf of the charity's trustees:

**John Lovett**

Mr J Lovett                      Chairman

**Susan Wyllie**

Mrs S V Wyllie                Treasurer

Date: 20 March 2025

# Leicestershire and Rutland Family History Society

## Receipts and payments accounts

### for the period 1 January 2024 to 31 December 2024

	NOTES	UNRESTRICTED FUNDS	RESTRICTED FUNDS	TOTAL 2024	TOTAL 2023
		£	£	£	£
<b>Receipts</b>					
Donations and legacies	2	21,567		21,567	21,889
Sales and other fundraising	3	4,910		4,910	3,320
50th Anniversary Income	6	570	707	1,277	0
Investment income		689		689	575
<b>Total Receipts</b>		<b>27,736</b>	<b>707</b>	<b>28,443</b>	<b>25,784</b>
<b>Payments</b>					
<i>Sales and other fundraising</i>					
Cost of goods purchased		272		272	374
<i>Direct charitable costs</i>					
Rent		2,790		2,790	4,650
Rates and service charges		112		112	457
Office telephone and broadband		467		467	421
Journal		11,603		11,603	8,567
Office equipment maintenance and renewal		849		849	1,278
				2,53	
Branch costs	4	2,534		4	2,905
Subscriptions		3,638		3,638	3,628
Zoom lectures		374		374	364
PayPal charges		236		236	312
<i>Support Costs</i>					
Insurance, postage and stationery		1,160		1,160	892
Independent Examination	5	558		558	528
Miscellaneous		318		318	375
AGM		35		35	447
50th Anniversary Costs	6	3,680	707	4,387	0
<b>Total Payments</b>		<b>28,626</b>	<b>707</b>	<b>29,333</b>	<b>25,198</b>
<b>Net Receipts/ Payments</b>		<b>-890</b>	<b>0</b>	<b>-890</b>	<b>586</b>
Bank and cash funds brought forward					
		51,224	0	51,224	50,638
Bank and cash funds carried forward					
		50,334	0	50,334	51,224

# Leicestershire and Rutland Family History Society

## Statement of assets and liabilities at 31 December 2024

	2024	2023
	£	£
<b>Tangible Assets</b>		
Library fixtures and fittings inc. computer equipment at historical cost **	5,000	5,000
	<b>5,000</b>	<b>5,000</b>
<b>Cash and Bank Deposits</b>		
Bank accounts	50,120	50,939
Cash	214	285
	<b>50,334</b>	<b>51,224</b>
<b>Other Current Assets</b>		
Stock	1,130	1,101
Debtors/Pre-payments	1,298	2,272
Gift Aid receivable	1,199	1,255
	<b>3,627</b>	<b>4,628</b>
<b>TOTAL ASSETS</b>	<b>58,961</b>	<b>60,852</b>
** Estimated historical cost of assets retained		
<b>Liabilities</b>		
Independent Examination	590	558
Rent and service charges	13,344	7,827
December 2024 journal	3,279	3,600
Committee expenses	131	44
	<b>17,344</b>	<b>12,029</b>
Members subscriptions paid in advance	<b>6,675</b>	<b>7,450</b>
<b>TOTAL LIABILITIES</b>	<b>24,019</b>	<b>19,479</b>

Note\* The service charges cover 2022 to 2024 financial years. We are still in dispute over the costs basis of all invoices raised, currently £13,270, by our landlord during this time.

Approved by the trustees and signed on their behalf by

Signed           **Susan Wyllie**

Name            Mrs S V Wyllie   Treasurer

Date             20 March 2025

# Leicestershire and Rutland Family History Society

## Notes to the accounts for the year ended 31 December 2024

### 1 Accounting policies

a) These accounts have been prepared on a receipts and payments basis in accordance with the Charities Act 2011, and as adopted by trustees on 6 December 2016.

b) Fund Accounting

Unrestricted Funds can be used in accordance with the charitable objects at the discretion of the trustees.

Restricted funds arise when the use of a donation or legacy is stipulated by the donor or funds are raised for a specific purpose. All restricted funds are used within the objects of the charity.

		£	£
		2024	2023
<b>2</b>	<b><u>Donations and Legacies</u></b>		
	Subscriptions	17,659	17,892
	Gift Aid	2,774	2,594
	Donations	1,134	1,403
		<b>21,567</b>	<b>21,889</b>

		£	£
		2024	2023
<b>3</b>	<b><u>Sales and other fundraising</u></b>		
	Sales (books, CD's, Memory Sticks, downloads)	2,105	2,087
	Visitors fees	961	182
	FindMyPast commission	458	645
	Miscellaneous income	1,386	406
		<b>4,910</b>	<b>3,320</b>

### 4 Meetings and branch costs

A breakdown of the costs for the meetings and events at Leicester, Market Harborough, Loughborough, Hinckley and Oakham are as follows:

	£	£
	2024	2023
Speaker expenses	1,455	1,830
Room hire	1,079	1,075
	<b>2,534</b>	<b>2,905</b>

Group meetings raised £890 from visitors' fees and refreshments which are included in donations on page 7.

### 5 Accountancy and Independent Examination

	£	£
	2024	2023
The liability stated on page 8 for 2024 as follows:		
Independent Examination	590	558

---

---

590

---

---

558

## Leicestershire and Rutland Family History Society

### Notes to the accounts for the year ended 31 December 2024 (continued)

#### 6 Restricted Funds

	£ 2024 LAHS
Funds received in the year	707
Expenditure – printing and stationery	<u>707</u>
	<u>0</u>

Leicestershire Archaeology and Historical Society (LAHS) provided funding for an exhibition to promote the 50th Anniversary of the Society. The funds were used to produce an exhibition of members' ancestral stories.

#### 7 Payments to trustees

Out of pocket expenses of £1,814 (2023 £1,069), 3 trustees were refunded for postage, stationery, memory sticks, Zoom meetings and 50<sup>th</sup> Anniversary costs paid on behalf of the charity.

In addition, one trustee was paid parking and transport expenses totalling £52 in the year.

There are no other related party transactions and no other remuneration was paid to the trustees.

**THE LEICESTERSHIRE AND RUTLAND FAMILY HISTORY SOCIETY**

England & Wales - Charity number 518870

---

# Accounts

---

# **Leicestershire and Rutland Family History Society**



## **Financial Statements For the Year Ended 31 December 2023**

# Leicestershire and Rutland Family History Society

## Reference and administration details

Reg charity number: 518870

Principal address: The Rutland Suite  
7-9 Every Street  
Leicester  
LE1 6AG

Website: <http://www.lrfhs.org.uk>

Contact: chairman@lrfhs.org.uk  
secretary@lrfhs.org.uk

Trustees:

J Lovett	Chairman	Appointed 29 April 2023
S Wyllie	Treasurer	Appointed 29 April 2023
S Barker	Secretary	Appointed 29 April 2023
L Lockwood-Jones	Vice Chairman	Appointed 29 April 2023
		Resigned 10 January 2024
S Lester	Publicity Officer	Appointed 29 April 2023
I Phillpott	Editor	Appointed 29 April 2023
S Murphy	Volunteers	Appointed 29 April 2023
M Battell	Memberships	Appointed 29 April 2023
L Tyrell	Committee Member	Appointed 29 April 2023

Governing document: Constitution adopted in 1998 revised in 2002, 2005, 2019 and 2022

Bank: Nat West Bank  
7 Hinckley Road  
Leicester  
LE3 0TQ

Independent examiners: Mrs Sarah Smith MSc. BSc. FCCA. FCIE. mNAVP.

TSA (Oakham) Ltd  
Temple House  
8 Main Street  
Cold Overton  
Leicestershire  
LE15 7QA

# Leicestershire and Rutland Family History Society

## Independent Examiners report to the Trustees of Leicestershire and Rutland Family History Society

I report on the accounts of the charity for the year ended 31 December 2023, which are set out on the attached pages.

### **Respective responsibilities of Trustee and Examiner.**

As the charity's trustees you are responsible for the preparation of the accounts; you consider the audit requirement of s144 (2) of the Charities Act 2011 (the 2011 Act) does not apply, and that an independent examination is needed.

It is my responsibility to examine the accounts under s 145 of the 2011 Act; to follow the procedures laid down in the General Directions given by the Charity Commission under s145(5)(b) of the 2011 Act; and to state whether particular matters have come to my attention.

### **Basis of independent examiners report.**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in audit and, consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

### **Independent examiners statement.**

In connection with my examination, *no matter has come to my attention*:

(1) which gives me reasonable cause to believe that, in any material respect, the requirements:

\* to keep accounting records in accordance with s130 of the 2011 Act; and

\* to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act have not been met.

(2) There are no other matters to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mrs Sarah Smith BSc FCCA FCIE mNAVP  
TSA (Oakham) Ltd  
Temple House  
8 Main Street  
Cold Overton  
Leicestershire  
LE15 7QA

Date:

# **Leicestershire and Rutland Family History Society**

## **Trustees' annual report for the year ended 31 December 2023**

The trustees present their report with the financial statements of the charity for the year ended 31 December 2023. The financial statements have been prepared in accordance with accounting policies as set out by charity law and are based on a receipts and payments format adopted by the committee on 6 December 2016. The report includes the information given on the reference and administration page (see page 2).

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### Governing document

The Leicestershire and Rutland Family History Society is controlled by its governing document which was adopted on 20 November 1985 with its various revisions. The latest version of the Constitution is dated 12 August 1998 with amendments in 2002, 2005, 2019 and 2022 and constitutes an unincorporated charity. The elected Executive Committee Officers and Executive Committee Members during the year were the trustees.

#### Recruitment and appointment of new trustees

Under the requirements of the Society's constitution, new trustees are elected annually at the AGM. A retiring member of the Executive Committee is eligible for re-election.

#### Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

### **OBJECTIVES AND ACTIVITIES**

#### Objectives and aims

The objectives of the Society, as stated in its constitution, are:

- 1) To promote and encourage the public study of family history, genealogy, heraldry and local history, with particular reference to the historical counties of Leicestershire and Rutland
- 2) To promote the preservation, security and accessibility of archival material.

The family history Research Centre is staffed by volunteers who provide help and advice to members and non-members who wish to trace their family histories. The Research Centre provides access to a number of family history records, internet access and other computer based records, and also houses a library. Similar services, but on a smaller scale, are provided by the local branches.

Journals are sent to members on a quarterly basis and these provide information, education and help for family history researchers.

#### Public benefit

The trustees have reviewed the outcomes, achievements of the objectives and activities for the year to ensure they remain focused on the Society's aims and continue to deliver benefits to the public.

The trustees are satisfied that the charity's activities provide a wide public benefit.

### **ACHIEVEMENT AND PERFORMANCE**

#### Membership

Membership of the Society has suffered in the recent years and in common with other societies, has to face the continuing challenge of the popularity of research on the internet and the likelihood of a decline in membership. The Society continues its efforts to attract and retain members by offering services, Zoom lectures, open days and facilities best obtained through membership and by encouraging activities in the Society's affairs.

# **Leicestershire and Rutland Family History Society**

## **Trustees' annual report for the year ended 31 December 2023**

### **(continued)**

#### Research Centre

The Research Centre is located at 7-9 Every Street Leicester which is rented from Leicester City Council. Our Research Centre is now available to all our members on a weekly basis. Our volunteers are available to assist our members and visitors with their research on limited days throughout the week.

The Research Centre services have still been supported by our researchers who have been providing help to our members and members of the public during this time. The Society has continued to benefit from the work of those dedicated members who have extracted and transcribed records which are made available through its publications, memory sticks, online sales and CDs.

The trustees would like to express their thanks to those members volunteering to undertake numerous tasks to maintain the work of the Society, particularly those duty volunteers whose expertise greatly assists visitors.

Audits of stock are carried out each year in the Research Centre library. Appropriate members contributions are accepted but many of the older publications have been sold off through the Research Centre and by branches.

News, activities and events are publicised through our social media pages. Volunteers carry out a large amount of research for Society members, something particularly welcomed by overseas and out of county members. This has continued throughout the year.

#### The Journal

The Society's quarterly journal remains a key benefit to members, providing interesting and instructive articles on family and local history. It also provides a forum for correspondence and interaction between members through its 'Mailbox' feature.

#### Genealogical projects

The Society's ongoing work to produce new genealogical sources continues and these CD's are a valuable resource for our members and the public through our social media platforms.

#### Branches

The Society has a network of branches whose members provide extensive programmes namely Hinckley, Leicester, Loughborough, Market Harborough and Rutland. Local meetings cover a wide range of subjects on many aspects of family and local history.

The branches were able to provide regular activities and the Society has also utilised Zoom in the winter months to attract a wider audience and these have proven very popular for members and non-members and has also been a source of new members.

### **FINANCIAL REVIEW**

#### Reserves policy

In 2023 the trustees have made economies wherever possible without reducing the service to the Society members, and have sought to increase income by giving priority to recruiting new members and promoting sales of publications, Datasets, memory sticks and online sales. The Society is currently in dispute with our landlord regarding payment of our service charges as required under the lease. The current charges shown on the Statement of Assets and Liabilities reflect the full invoiced costs still payable of £7,754 to the Landlord but all of these costs continue to be disputed. Any amounts paid will directly impact on our Receipts and Payments for the 2024 year.

# **Leicestershire and Rutland Family History Society**

## **Trustees' annual report for the year ended 31 December 2023**

### **(continued)**

During the year ended 31 December 2023, the membership numbers have stabilised which is encouraging for the future of the Society. (2023:1033, 2022:1116). The number of new members has increased over the last three years.

The Society's policy on reserves is to maintain these at a level equal to between 12 and 18 months of outgoings for the following potential purposes:

- 1) To cover obligations to pay future rent of the Research Centre in the event of a fall in normal revenue income or a possible increase in rent and service charges by Leicester City Council.
- 2) To buy research material which may become available from time to time
- 3) To renew and to buy further equipment and Family History resources for the Research Centre to assist research and education

The Society maintains one current bank account, a deposit account and a PayPal account. The major cash reserves are in a NatWest reserve account to maximise any income potential not realised in other accounts. The committee will continue to keep income and expenditure under review during the coming year.

The trustees declare that they have approved the Trustees' Report above.

Signed on behalf of the charity's trustees:

Mr J Lovett                      Chairman

Mrs S V Wyllie                Treasurer

Date:

# Leicestershire and Rutland Family History Society

## Receipts and payments accounts

### for the period 1 January 2023 to 31 December 2023

	NOTES	TOTAL 2023	TOTAL 2022
		£	£
<b>Receipts</b>			
Donations and legacies	2	21,889	20,799
Sales and other fundraising	3	3,320	1,852
Investment income		575	109
<b><u>Total Receipts</u></b>		<b><u>25,784</u></b>	<b><u>22,760</u></b>
<b>Payments</b>			
<i>Sales and other fundraising</i>			
Cost of goods purchased		374	339
<i>Direct charitable costs</i>			
Rent		4,650	3,397
Rates and service charges		457	1,374
Office telephone and broadband		421	441
Journal		8,567	11,204
Office equipment maintenance and renewal		1,278	1,248
Branch costs	4	2,905	2,085
Subscriptions		3,628	3,250
Zoom lectures		364	496
PayPal charges		312	375
<i>Support Costs</i>			
Insurance, postage and stationery		892	1,754
Accountancy and Independent Examination	5	528	480
Miscellaneous		375	674
AGM		447	100
<b><u>Total Payments</u></b>		<b><u>25,198</u></b>	<b><u>27,217</u></b>
 <b><u>Net Receipts/ Payments</u></b>		 <b><u>586</u></b>	 <b><u>-4,457</u></b>
 Bank and cash funds brought forward		 <b><u>50,638</u></b>	 <b><u>55,095</u></b>
 Bank and cash funds carried forward		 <b><u>51,224</u></b>	 <b><u>50,638</u></b>

# Leicestershire and Rutland Family History Society

## Statement of assets and liabilities at 31 December 2023

	2023 £	2022 £
<b>Tangible Assets</b>		
Library fixtures and fittings inc. computer equipment at historical cost **	5,000	5,000
	<b>5,000</b>	<b>5,000</b>
<b>Cash and Bank Deposits</b>		
Bank accounts	50,939	50,540
Cash	285	98
	<b>51,224</b>	<b>50,638</b>
<b>Other Current Assets</b>		
Stock	1,101	2,510
Debtors/pre-payments	2,272	1,030
Gift Aid receivable	1,255	1,038
	<b>4,628</b>	<b>4,578</b>
	<b>60,852</b>	<b>60,216</b>
<b><u>TOTAL ASSETS</u></b>	<b>60,852</b>	<b>60,216</b>
** Estimated historical cost of assets retained		
<b>Liabilities</b>		
Accountancy fee		0
Independent Examination	720	528
Rent and service charges	7,827	4,600
December 2023 journal	3,600	
Committee expenses	44	0
AGM 2022	0	300
	<b>12,191</b>	<b>5,428</b>
Members subscriptions paid in advance	<b>7,450</b>	<b>5,923</b>
	<b>19,641</b>	<b>11,351</b>
<b><u>TOTAL LIABILITIES</u></b>	<b>19,641</b>	<b>11,351</b>

Note\* The service charges cover 2022 and 2023 financial years. We are still in dispute over the costs basis of all invoices raised, currently £7,754, by our landlord during this time.

Approved by the trustees and signed on their behalf by

Signed

Name            Mrs S V Wyllie    Treasurer

Date

# Leicestershire and Rutland Family History Society

## Notes to the accounts for the year ended 31 December 2023

### 1 Accounting policies

a) These accounts have been prepared on a receipts and payments basis in accordance with the Charities Act 2011, and as adopted by trustees on 6 December 2016.

#### b) Fund Accounting

Unrestricted Funds can be used in accordance with the charitable objects at the discretion of the trustees.

Restricted funds arise when the use of a donation or legacy is stipulated by the donor or funds are raised for a specific purpose. All restricted funds are used within the objects of the charity.

		£	£
		2023	2022
<b>2</b>	<b><u>Donations and Legacies</u></b>		
	Subscriptions	17,892	16,620
	Gift Aid	2,594	2,841
	Donations	1,403	1,338
		<b>21,889</b>	<b>20,799</b>

		£	£
		2023	2022
<b>3</b>	<b><u>Sales and other fundraising</u></b>		
	Sales (books, CD's, Memory Sticks)	2,087	1,125
	FindMyPast commission	645	546
	Miscellaneous income	588	181
		<b>3,320</b>	<b>1,852</b>

### 4 Meetings and branch costs

A breakdown of the costs for the meetings and events at Leicester, Market Harborough, Loughborough, Hinckley and Oakham are as follows:

	£	£
	2023	2022
Speaker expenses	1,830	1,171
Room hire	1,075	914
	<b>2,905</b>	<b>2,085</b>

Group meetings raised £773 from visitors fees and refreshments which are included in donations on page 7.

### 5 Accountancy and Independent Examination

	£	£
	2023	2022
The liability stated on page 8 for 2023 as follows:		
Independent Examination		
Accounts preparation, from completed records	0	0
Independent Examination	720	528
	<b>720</b>	<b>528</b>

# **Leicestershire and Rutland Family History Society**

## **Notes to the accounts for the year ended 31 December 2023**

### **(continued)**

#### **6            Payments to trustees**

Out of pocket expenses of £1,069 (2022 £2,267) were refunded to trustees for postage, stationery, memory sticks, Zoom meetings, computers and general expenses

In addition, one trustee was paid parking expenses of £19 in the year.

There are no other related party transactions and no other remuneration was paid to the trustees.

**THE LEICESTERSHIRE AND RUTLAND FAMILY HISTORY SOCIETY**

England & Wales - Charity number 518870

---

# Accounts

---

**The Leicestershire and Rutland  
Family History Society**



**REPORT OF THE TRUSTEES AND  
RECEIPTS AND PAYMENTS ACCOUNTS**

**YEAR ENDED 31 DECEMBER 2020**

# Leicestershire and Rutland Family History Society

## REFERENCE AND ADMINISTRATION DETAILS

REG CHARITY NO: 518870

PRINCIPAL ADDRESS: Unit 4B Pilot House  
King Street  
Leicester LE1 6RN

WEB SITE <http://www.lrfhs.org.uk>

CONTACT [chairman@lrfhs.org.uk](mailto:chairman@lrfhs.org.uk)  
[secretary@lrfhs.org.uk](mailto:secretary@lrfhs.org.uk)

TRUSTEES:	John Lovett	Chairman	Appointed 24 March 2019
	S Wyllie	Treasurer	Appointed 24 March 2019
	S Barker	Secretary	Appointed 24 March 2019
	L Lockwood-Jones	Vice Chairman	Appointed 24 March 2019
	S Lester	Publicity Officer	Appointed 24 March 2019
	I Phillpott	Editor	Appointed 24 March 2019
	S Murphy	Volunteers	Appointed 24 March 2019
	M Finch		Appointed 24 March 2019
	N Vincent	Members	Appointed 24 March 2019

GOVERNING DOCUMENT: Constitution adopted in 1998 with revisions in 2002,2005 and 2019

BANK:	Nat West Bank	Barclays Bank
	7 Hinckley Road Leicester LE3 0TQ	1-3 Haymarket Towers Humberstone Gate Leicester LE1 1WA

INDEPENDENT EXAMINER Mrs Sarah Smith BSc FCCA FCIE  
TSA (Oakham) Ltd  
Temple House  
8 Main Street  
Cold Overton  
LEICS  
LE15 7QA

# Leicestershire and Rutland Family History Society

## **Independent Examiners Report to the Trustees of Leicestershire and Rutland Family History Society**

I report on the accounts of the charity for the year ended 31 December 2020, which are set out on the attached pages.

### **Respective responsibilities of Trustee and Examiner.**

As the charity's trustees you are responsible for the preparation of the accounts; you consider the audit requirement of s144 (2) of the Charities Act 2011 (the 2011 Act) does not apply, and that an independent examination is needed.

It is my responsibility to examine the accounts under s 145 of the 2011 Act; to follow the procedures laid down in the general Directions given by the Charity Commission under s 145(5)(b) of the 2011 Act; and to state whether particular matters have come to my attention.

### **Basis of independent examiners report.**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners .

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in audit and, consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

### **Independent examiners statement.**

In connection with my examination, *no matter has come to my attention* :

(1) which gives me reasonable cause to believe that, in any material respect, the requirements:

\* to keep accounting records in accordance with s130 of the 2011 Act; and

\* to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act  
have not been met.

(2) There are no other matters to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*Sarah Smith*

**Sarah A Smith (Mrs) BSc FCCA FCIE**  
TSA (Oakham) Ltd  
Temple House  
8, Main Street  
Cold Overton  
LEICS LE15 7QA

7 April 2021

# Leicestershire and Rutland Family History Society

## **TRUSTEES ANNUAL REPORT FOR THE PERIOD ENDED 31 DECEMBER 2020.**

The trustees present their report with the financial statements of the charity for the year ended 31 December 2020. The financial statements have been prepared in accordance with accounting policies as set out by charity law and are based on a receipts and payments format adopted by the committee on 6 December 2016. The report includes the information given on the Reference and Administration page, (page 1).

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Governing Document**

The Leicestershire and Rutland Family History Society is controlled by its governing document which was adopted on 20 November 1985 with its various revisions. The latest version of the Constitution is dated 12 August 1998 with amendments in 2002, 2005 and 2019 and constitutes an unincorporated charity. The elected Executive Committee Officers and Executive Committee Members during the year were the Trustees.

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

Under the requirements of the Society's constitution, new Trustees are elected annually at the AGM. A retiring member of the Executive Committee is eligible for re-election.

#### **Risk management**

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

### **OBJECTIVES AND ACTIVITIES**

#### **Objectives and aims**

The objectives of the Society, as stated in its constitution, are:

To promote and encourage the public study of family history, genealogy, heraldry and local history, with particular reference to the historical counties of Leicestershire and Rutland;  
To promote the preservation, security and accessibility of archival material.

The family history Research Centre is staffed by volunteers who provide help and advice to members and non-members who wish to trace their family histories. The Research Centre provides access to a number of family history records, internet access and other computer based records, and also houses a library. Similar services, but on a smaller scale, are provided by the local branches.

Journals are sent to members on a quarterly basis and these provide information, education and help for family history researchers.

## Leicestershire and Rutland Family History Society

### **TRUSTEES ANNUAL REPORT FOR THE PERIOD ENDED 31 DECEMBER 2020. (CON)**

#### **Public benefit**

The Trustees have reviewed the outcomes achievements of the objectives and activities for the year to ensure they remain focused on the Society's aims and continue to deliver benefits to the public. The Trustees are satisfied that the charity's activities provide a wide public benefit.

#### **ACHIEVEMENT AND PERFORMANCE**

##### **Charitable activities**

##### **Membership**

Membership of the Society has suffered in the recent years and in common with other societies, has to face the continuing challenge of the popularity of research on the internet and the likelihood of a decline in membership. The Society continues its efforts to attract and retain members by offering services, open days and facilities best obtained through membership and by encouraging activities in the Society's affairs.

##### **Research Centre**

The Family History Research Centre is located at Pilot House (Unit 4B), Leicester which is rented out from Leicester City Council. The Society should have relocated the Research Centre this financial year. No move has yet been possible as a result of COVID-19 restrictions. At the moment the Society cannot predict when we will be in a position to move premises.

The Research Centre has been closed since early March 2020 as a result of COVID-19 so little activity has taken place this year. The Society has continued to benefit from the work of those dedicated members who have extracted and transcribed records which are made available through its publications and CDs.

The Trustees would like to express their thanks to those members volunteering to undertake numerous tasks to maintain the work of the Society, particularly those duty volunteers whose expertise greatly assists visitors.

Audits are carried out of stock each year in the Research Centre library although this was not possible this year because of lack of access to the property. Appropriate members contributions to the library are accepted but many of the older publications are now being sold off through the Research Centre and by groups and by selling books where possible in anticipation of the move.

The Research Centre have also started working with the Record Office to run a monthly help desk although this was curtailed by Covid. News, activities and events are publicised through our social media pages. A new website was launched in 2020. Volunteers carry out a large amount of research for Society members, something particularly welcomed by overseas and out of county visitors. This has continued throughout the year,

## Leicestershire and Rutland Family History Society

### TRUSTEES ANNUAL REPORT FOR THE PERIOD ENDED 31 DECEMBER 2020. (CON)

#### **The Journal**

The Society's quarterly journal remains a key benefit to members, providing interesting and instructive articles on family and local history. It also provides a forum for correspondence and interaction between members through its 'Mailbox' feature.

#### **Genealogical projects**

The Society's ongoing work to produce new genealogical sources continues and these CD's are a valuable resource for our members.

#### **Branches**

The Society has a network of branches whose members provide extensive programmes namely Hinckley, Leicester, Loughborough, Market Harborough and Rutland. Local meetings cover a wide range of subjects on many aspects of family and local history.

However these meetings have been curtailed because of COVID-19. From October 2020, talks on family history subjects via Zoom have replaced branch programmes.

#### **FINANCIAL REVIEW**

##### **Reserves policy**

In 2020, the Trustees have made economies wherever possible without reducing the service to the Society members, and have sought to increase income by giving priority to recruiting new members and promoting sales of publications. At the 2019 Annual General Meeting the members agreed to an increase in subscriptions which took effect for the 2020 renewal year.

In the coming year the relocation of the Research Centre presents an opportunity to reduce property costs as the Trustees are planning to have a smaller office facility. This will still enable members to do their own research.

During the year ended 31 December 2020 the membership numbers declined particularly for members renewing for 2020. (2020:1188, 2019: 1407) However the number for 2020 renewals indicates that the current level may continue. The number of new members has increased over the last three years.

The Society's policy on reserves is to maintain these at a level equal to between 12 and 18 months of outgoings for the following potential purposes:

To cover obligations to pay future rent of the Research Centre in the event of a fall in normal revenue income or a possible increase in rent and service charges by Leicester City Council.

To buy research material which may become available from time to time

To renew and to buy further equipment for the Research Centre to assist research and education

Leicestershire and Rutland Family History Society

**TRUSTEES ANNUAL REPORT FOR THE PERIOD ENDED 31 DECEMBER 2020. (CON)**

The Society maintains two current bank accounts, a deposit account and a PayPal account. The main bulk of the cash reserves are in a NatWest Reserve account to maximise any income potential not realised in other accounts. The committee will continue to keep income and expenditure under review during the coming year.

The Trustees declare that they have approved the Trustees' report above.

Signed on behalf of the charity's Trustees:

  
Mr J Lovett Chairman

  
Mrs S V Wyllie Treasurer

Date: 7 April 2021

# Leicestershire and Rutland Family History Society

## Receipts and Payments Accounts

For the Period 1 January 2020 to 31 December 2020

	NOTE	TOTAL 2,020 Unrestricted Funds £	TOTAL 2019 £
<b>Receipts</b>			
Donations and legacies	2	22,209	24,805
Sales and other fundraising	3	2,996	2,228
Investment income		25	38
<b>Total Receipts</b>		<b>25,230</b>	<b>27,071</b>
<b>Payments</b>			
<i>Sales and other fundraising</i>			
Cost of goods purchased		275	7
Coffee machine costs		0	110
<i>Direct charitable costs</i>			
Rent		6,900	6,900
Library utilities service charge and telephone		1,347	2,014
Journal		9,419	9,331
Library equipment maintenance and renewal		470	1,867
Branch costs	4	1,035	3,176
Subscriptions		1,780	1,810
Credit card and bank charges		398	264
<i>Support Costs</i>			
Insurance, postage and stationery		2,061	2,226
Committee expenses		0	0
Accountancy and Independent Examination	5	660	810
Miscellaneous		266	0
AGM		0	434
<b>Total Payments</b>		<b>24,611</b>	<b>28,949</b>
<b>Net Payments</b>		<b>619</b>	<b>-1,878</b>
Bank and Cash Funds brought forward		<b>56,836</b>	<b>58,714</b>
Bank and Cash Funds carried forward		<b>57,455</b>	<b>56,836</b>

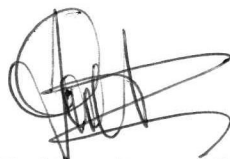
# Leicestershire and Rutland Family History Society

Statement of Assets and Liabilities at 31 December 2020

	NOTE	2020 £	2019 £
<b>Tangible Assets</b>			
Library fixtures and fittings incl computer equipment at historical cost Note 1		5,000	12,223
		<u>5,000</u>	<u>12,223</u>
<b>Cash and Bank Deposits</b>			
Bank Accounts		57,333	56,708
Petty Cash		122	128
		<u>57,455</u>	<u>56,836</u>
<b>Other Current Assets</b>			
Stock		998	998
Prepaid expenses		0	154
Gift Aid receivable		1,325	1,488
		<u>2,323</u>	<u>2,640</u>
<b>TOTAL ASSETS</b>		<u>64,778</u>	<u>71,699</u>
Note 1 Estimated historical cost of assets retained			
<b>Liabilities</b>			
Accountancy Fee		570	180
Independent Examination		480	480
Rent and service charges		134	282
Committee Expenses		102	0
Zoom Speakers		120	0
Subscriptions Duplicated		105	0
Group Costs		0	400
		<u>1,511</u>	<u>1,342</u>
Members Subscriptions paid in advance		<u>7,591</u>	<u>8,126</u>
<b>TOTAL LIABILITIES</b>		<u>9,102</u>	<u>9,468</u>

Approved by the trustees:

Signed



Name

Mr J Lovett

Chairman

Date

07 April 2021

# Leicestershire and Rutland Family History Society

Notes to the Accounts for the Year Ended 31 December 2020

1 **Accounting Policies**

a These accounts have been prepared on a Receipts and Payments basis in accordance with the Charities Act 2011, and as adopted by trustees on 6 December 2016.

b *Fund Accounting*

Unrestricted Funds can be used in accordance with the charitable objects at the discretion of the trustees

Restricted Funds arise when the use of a donation or legacy is stipulated by the donor or funds are raised for a specific purpose. All Restricted Funds are used within the objects of the charity.

	£ 2020	£ 2019
2 <b><u>Donations and Legacies</u></b>		
Subscriptions	18,367	20,287
Gift Aid	2,987	2,530
Donations	342	1,219
Legacy	500	500
Miscellaneous Income	13	269
	<u>22,209</u>	<u>24,805</u>

	£ 2020	£ 2019
3 <b><u>Sales and other fundraising</u></b>		
Library sales (books, CD's, printing etc)	2,936	1,987
Coffee machine income	60	241
	<u>2,996</u>	<u>2,228</u>

4 **Meetings and Branch Costs**

A breakdown of the costs for the meetings and events at Leicester, Market Harborough, Loughborough, Hinckley and Oakham are as follows:

	£ 2020	£ 2019
Speaker expenses	572	1,647
Room hire	463	1,380
Other fund raising	0	149
	<u>1,035</u>	<u>3,176</u>

# Leicestershire and Rutland Family History Society

Notes to the Accounts for the Year Ended 31 December 2020

5 **Accountancy and Independent Examination**

	£	£
	2020	2019
The liability stated on page 8 for 2020s as follows:		
Independent Examination		
Accounts preparation, from completed records	90	180
Independent Examination	480	480
	<u>570</u>	<u>660</u>

6 **Payments to trustees**

Out of pocket expenses are refunded to trustees for postage, computer stationery and miscellaneous expenses for the Society which have been allocated to costs.

In this year a total of £1,288 was refunded to 3 trustees, (£,1485 2019)

One Trustee was also paid expenses of £25 in the year.

There are no other related party transactions and no other remuneration was paid to the trustees.