



Glasgow & West of Scotland

Family History Society

RECEIPTS AND PAYMENTS ACCOUNTS

For


THE YEAR ENDED 31 DECEMBER 2024

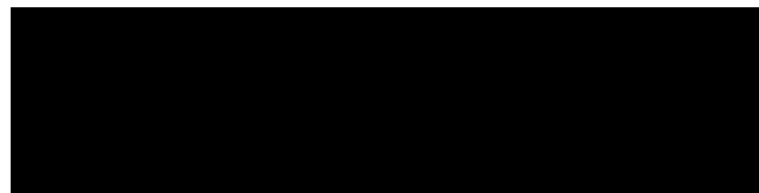
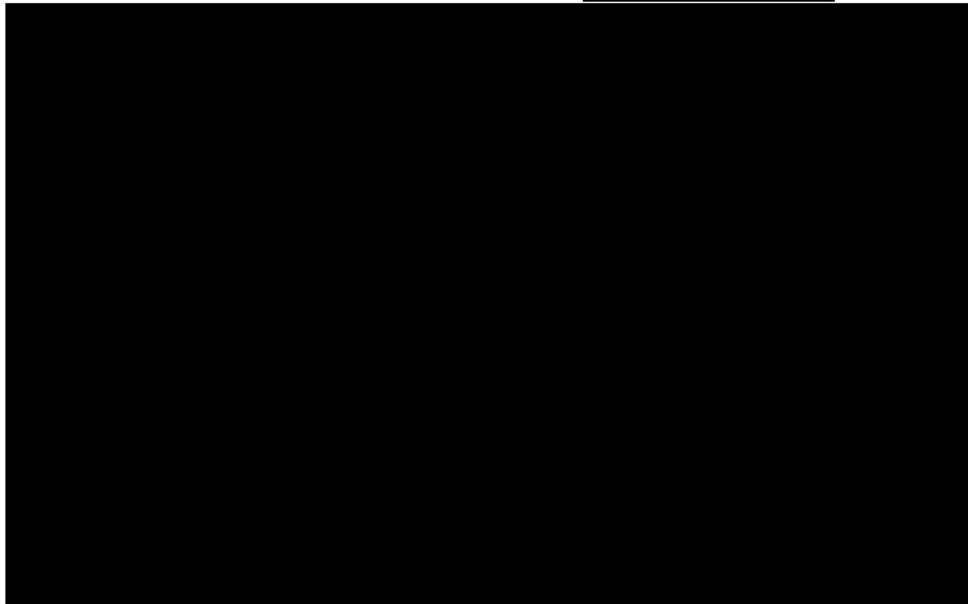
Charity No: SC 010866

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Reference and Administrative Information

Charity Name: Glasgow & West of Scotland Family History Society
Charity Registration Number: SC 010866
Contact Address: 



Bankers

Bank of Scotland,
41 Princes Mall,
East Kilbride
G74 1LA

Trustees' Annual Report Year ended 31 December 2024

Structure, Governance and Management

Governing Document

The Society is administered in accordance with the terms of the Constitution.

Recruitment and Appointment of Trustees

Members of the Council are the charity trustees and are appointed at the Annual General Meeting from within members of the society. Members are invited to nominate individuals who are believed to have the skills and commitment to contribute to the management affairs of the society. Trustees are appointed for a period of two years, after which they may seek re-election at a subsequent AGM.

Organisational Structure

The Governing Council meets routinely at least ten times through the year to carry on the business of the Society. Where it is necessary, the voting rights on certain matters are explicitly observed but more usually the business is attended to by all present.

Objectives and Activities

The Society's objective is the promotion of and education in genealogical research, the preservation and preparation of information beneficial to family historians.

Trustees' Annual Report

Year ended 31 December 2024

Chair

Our Research Centre continues to be active with visitors and special interest meetings. [REDACTED] and the Centre Team coordinate our in-house and online events. As ever, we appreciate the dedication of our Secretary and Treasurer for the smooth running of the Society. [REDACTED] has arranged the Wednesday opening for volunteers only, to contribute to projects and do their own research.

Thanks to Murray Archer, members will have seen additions to the Dataset tab in the Members' Area. He is completing uploads of Monumental Inscriptions for Tollcross Cemetery in Shettleston, and racing ahead with the upload of the Necropolis images and transcripts. [REDACTED] has been working away in the background and has added new pdf documents to the shop. He has now returned as Publications Secretary.

Our Journal is packed full of articles expertly collated by our Editor [REDACTED]. Remember that she can only give you such a great offerings when you share your knowledge and experiences by sending her articles. She will be pleased to receive submissions large or small, and illustrations are always nice to see.

As always, the Society needs volunteers to function. This year, we urgently need help to take over from the Secretary and to assist the Editor. If you feel you can help in any way, please email [REDACTED] uk and someone from the Council will contact you.

Membership

As at December 2024 we have just over 1629 members, so slightly up on this time last year. Thanks to the newish website, it is easier to process renewals when Members have used PayPal or Stripe but many still pay using cheques. Still some hiccups with the site, which need to be ironed out. Again, I would also like to remind Members that they can update their own details, such as change of address, on the website.

Thanks to [REDACTED] who sends out the New Members packs and to [REDACTED] who deals with the Standing Order Payments.

Trustees' Annual Report (cont'd)

Research Centre

The Research Centre continues to open on Saturdays, Tuesdays and Thursdays from 1pm to 4pm for the benefit of members and visitors. We are delighted to welcome new Centre Assistants to augment our teams. In addition, U3A has a monthly exclusive Saturday morning session and a DNA group I hosted by one of our volunteers once a fortnight. We are very pleased to welcome the long-awaited Research Centre Handbook as a guide for key holders, Centre Assistants and other volunteers.

Office Team

The GWSFHS Office Team, formed in January 2023 in order to deal more effectively with issues of a local nature pertaining to the Research Centre in Mansfield St., is now well established. This year we have arranged a deep clean of the premises, carried out an inventory, updated the 'Where is it now?' document and have collaboratively produced The Research Centre Handbook, a guide for Centre Assistants and volunteers. We are currently attempting to improve the physical surroundings in the premises to create a more welcoming and aesthetically-pleasing atmosphere.

Library

The Library acquired 150 books this year, consisting of 118 donations and 32 purchases (£274). The largest donation received was the collection of the late [REDACTED]. All donations are recorded on Library Deposit Agreement Forms and decisions made to keep or dispose of the items.

There is now a small but growing collection of photographs and ephemera that is managed by one of our volunteers.

Special thanks to all volunteers for their advice and assistance.

Trustees' Annual Report (cont'd)

Publications

As I was only appointed on 2 December 2024, I have very little to report for 2024. However, Council had decided that there was a backlog of new publications that needed to be reviewed, edited, laid out and published. They had thus advertised in the Journal and I was able to respond to the call to fill this role. During December, I have produced draft PDF versions of both "A History of the Waddells of Scotland" (in two volumes) and "Steven & Struthers, the Story of a Glasgow Bronze Foundry and the STEVEN Family". We anticipate that these will become available in the GWSFHS Shop early in 2025.

Projects

Continuing earlier work that indexed the Southern Necropolis western section has progressed using online microsoft forms technology. This enables us to engage distant members who can contribute from home. Our collection of plans showing burial grounds has been improved both in paper and electronic files.

Syllabus

We continued to offer monthly talks via Zoom throughout the twelve months of 2024. The presenters offered a range of topics, and all were very well attended. Using Zoom allows our members who live at a distance to take part in our meetings and to enjoy the learning that the Society has on offer. Following each meeting, our Chair, Scott Fairie, opens the "floor" to all in attendance so that we can virtually meet one another or discuss any topic related to family history. This helps those of us who miss the "in person" meetings to feel like we are still connected to one another.

Trustees' Annual Report (cont'd)

Research Team

The online Research Team continues to use a shared mailbox system using Microsoft 365 Outlook. Members of the team have replied to more than 100 queries in 2024, mostly from members but also from non-members who contact our research email address.

Our email replies include links to encourage enquirers to make a donation for the service, join the Society, sign up for our e-news, and to join our Facebook Group. Donations for research in the year totalled £708 (2023 £155).

In the coming year, the team hope to expand on research resources within the Research Centre and build a list of resources to publish on the society's website.

DNA Study Group

A DNA study group has been meeting fortnightly since February 2023. It is intended for members who have taken a DNA test and have already been using their results to aid their research. Meetings take the form of a workshop where participants can share their experiences and learn from others. The number of participants is limited by the accommodation available at Mansfield Street, but has been as many as a dozen. It is generally well-attended.

Among the many subjects discussed have been the relative usefulness of autosomal and Y-DNA male line tests; the pros and cons of the various testing companies; how to make the best use of match lists; the usefulness and accuracy of ethnicity estimates; methods of identifying unknown ancestors etc. Members are also encouraged to tell the group about any discoveries they have made with the aid of their DNA results.

Trustees' Annual Report (cont'd)

Website

2024 saw the beginning of a programme to update the style of the website to make it easier for the increasing number of people on mobile phones and tablets. The Shop was the first section completed and there are plans to improve the Search function, the Member Account section and the Members' Area in general.

We uploaded 10,800 images and transcriptions of monumental inscriptions from the Glasgow Necropolis (45% of the total) and 7,977 images and transcriptions of monumental inscriptions from the Tollcross Cemetery.

IT Support

The Technical Team continues to meet fortnightly, using Microsoft Teams, to discuss issues with the website and the provision of services in the Research Centre and online.

We have a specific goal of upgrading all our PCs to Windows 11 by the end of 2025 when Microsoft removes support for Windows 10.

2024 saw the re-starting of the Southern Necropolis Indexing Project (SNIP) that the society had indexed up to June 1890. This has entailed establishing a new way of data gathering using Microsoft forms, allowing us to gather data from multiple volunteer transcribers to a single master spreadsheet. We have already completed 9 years of data to May 1899, a total of 7,461 records.

With the support of the IT Team, the Society began this summer to provide a day specifically for volunteers called Volunteer Wednesday. This has allowed volunteers of all kinds to have additional research time for themselves as a reward for all their hard work. It is also an opportunity to expand times for training and to focus on a variety of projects. Early in 2025 we would like to focus on further training in the use of FamilySearch.

Social Media

Trustees' Annual Report (cont'd)

Social media is an important element of the Society's engagement with the public which the Charities Commission requires. The Society has a presence on three social media platforms.

The Facebook page continues to be very popular, and last year's total of followers has risen from 6400 to 6900 in 2024. Of this, 74% are women and 26% men, figures virtually unchanged from the previous year. The majority of followers come from Glasgow and the Central Belt, but we also have a sizeable number from Australia.

The private Facebook Group, in which interested parties help one another with family history issues, is very active and its numbers have risen this year from 5400 to 6100 followers.

Instagram is building up a strong following, including many professional genealogists, family history societies and institutions. We also have followers from Europe, the United States and Japan. The Society has a presence on X, formerly Twitter.

GWSFHS Journal

Our Journal continues to be published three times a year, in March, June and October. The themes for 2024 were Using heirlooms, memorabilia and ephemera to tell our stories; Scots in India; and the Impact of War on our Families. These have provided a wide range of articles across the topics plus others of a more general theme. We generally continue to receive positive feedback from our members, which is encouraging for the Editorial Team.

We are enormously grateful to all our members who take the time to submit articles – without them it makes the task of putting a Journal together challenging. We would encourage everyone to think about what contributions they can make to the Journal for 2025 and beyond – be they snippets of information, full articles related to a family story or an educational item which can help others in their research, and the team will look forward to receiving them.

Year ended 31st December 2024

Enews

Our Enews electronic newsletter has gone out almost every month to more than 1400 members and non-members who subscribed from the webpage. This continues to be a convenient way to pass on news and events, both at our Society as well as other related events. The regular contributions from the Trades House are valued, as well as the other random items which do not follow any theme. This is an area where short articles of general interest to all, can be submitted.

SAFHS

We attended the SAFHS AGM and Council Meeting in March and the Council meeting in October. At the AGM, Our Trustee [REDACTED] was appointed Secretary of SAFHS. We contributed a section of society news to the SAFHS Bulletin published in July. We compiled an update to the SAFHS Burial Grounds database for burial grounds in Greater Glasgow. In December, we welcomed the Chairman of SAFHS, [REDACTED] to our premises for an informal discussion.

Year ended 31st December 2024

Events

We attended:

- The Family History Show Online on 10th February 2024, • The Hobby & Craft Show at the SEC on 7-9th March 2024 (thanks to the FHF),
- The North Lanarkshire Local and Family History Fair at Summerlee Museum on 16th March 2024,
- The Local and Family History Fair at the David Livingstone Centre on 6th April 2024 (thanks to the Lanarkshire FHS),
- The Inverclyde Heritage Fair on 18th May 2024 at the Watt Library, Greenock, and
- The Craft Fair at the SEC in October

We were not able to exhibit at the BygoneCon Event on 11th May 2024 at the Hamilton Town House Library. However, some members attended in a personal capacity and later gave feedback to Council.

Our Chairman and our Minutes Secretary attended the University of Strathclyde Advancing Genetic Genealogy Conference on 7th – 8th June 2024. Some of our volunteers are graduates of the courses taught at the Strathclyde Institute for Genealogical Studies at this University.

In September [REDACTED] was a delegate (in a personal capacity) to the Families in British India Society (FIBIS) 25 years conference. GWSFHS is a member of FIBIS. They reprinted (with permission) issue 120 of our Journal for the delegate pack.

Secretary's Summary

This year has seen further consolidation of groups previously set up, as well as the introduction of new initiatives and projects. The use of remote interaction, initially introduced during the Covid Lockdowns, has allowed GWSFHS to expand its work and involve many more members than would have been possible before. The Society will hopefully continue to go from strength to strength.

[REDACTED]

Year ended 31st December 2024

Financial Review

Subscription income was up just over £2,000 compared with 2023 this is a mix of new members and the 2023 subscription increase now affecting the members with a 12 month rolling membership that were not due to pay by December 2023.

As the Membership Secretary stated in her report members can check their online account in the member's only area of the website. There you will see when your subscription is due for renewal, if you have gift aided your subscription and if an automatic payment has been set up via your card payment method. You can also change your address or email address in this area. So please especially check if we have an email address for you as this is so important for communications. Your information is only ever used to administer your subscription we do not and will not sell any of our membership data. We cannot offer a direct debit facility and unfortunately your online membership account cannot tell you if your subscription is paid by standing order, this can be checked with your bank.

Our total income for the year was up by nearly £4,000 from subscriptions as mentioned above, increased gift aid claim, member's research and bank interest. Income from publications was very similar to 2023. If you are a tax payer please consider gift aiding your subscription, a mandate can be requested through the website contact system or from treasurer@gwsfhs.org.uk

The annual cost of running the premises at Mansfield Street was £15,940 (2023 £13,619). Details of the individual costs are shown in the expenses section of these accounts.

The cost of producing the journal was down by just over £1,000. This was as a result of a reduction in the number of journals printed. Overseas members have the option to have an e-journal for a lower subscription fee and we do not order as many spare journals for promotion purposes.

Our annual accounts are prepared on a cash basis, therefore the cost of publications cannot be compared with income as no adjustment is made for stock movement. In 2023 we updated our "My Family Tree" and purchased a quantity of stock of these.

Website and I/T costs were down just under £1,000 compared with 2023. This was a mix of increases to monthly hosting costs and a reduction on development costs.

During the year we replaced four monitors and two processing units in the research centre. A number of processors will be replaced this year to bring all processors up spec for Windows 11.

Year ended 31st December 2024

Reserves Policy

The major source of income is members' subscriptions. Most are payable in July, however since the launch of the redesigned website new members have a rolling twelve months memberships which will spread income over the year. The Trustees' policy is to hold reserves to meet the running costs of the research centre and publication of the journal for one year and meet the cost of replacing computer equipment in the research centre when the need arises. Currently this requires about £35,000.

Our current premises are in the basement with no lift access and are not suitable for disabled access or for those with limited mobility. We would require premises with ground floor access and good access to public transport. If suitable premises become available they will be reviewed and considered. It is unlikely any property will be in a "move in" condition. The Society therefore intends to build up reserves for this contingency.

Year ended 31st December 2024

Statement of Trustees' Responsibilities

The members of the Council must prepare financial statements which give sufficient detail to enable an appreciation of the transactions of the Society during the financial year. The members of the Council are responsible for keeping proper accounting records which, on request, must reflect the financial position of the Society at that time. This must be done to ensure that the financial statements comply with the Charities and Trustees Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006. They also are responsible for safeguarding the assets of the Society and must take reasonable steps for the prevention and/or detection of fraud and other irregularities.

Approved by the Trustees and signed on their behalf,



Secretary

Date 17th January 2025

Year ended 31st December 2024

Glasgow & West of Scotland Family History Society

SC 010866

Independent Examiner's Report

to the Trustees of Glasgow and West of Scotland Family History Society

I report on the accounts of the charity for the year ended 31 December 2024 which are set out on pages 17-20.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 accounts as required under section 44(1)c of the Act and to state whether particular matters have come to my attention.

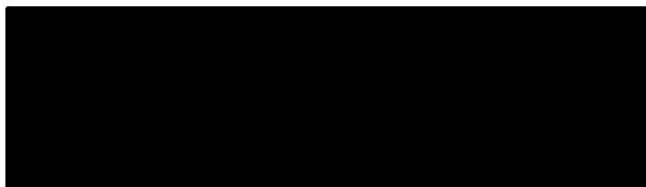
Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations have not been met, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Date: 17th January 2025

Year ended 31st December 2024
Glasgow & West of Scotland Family History Society

Receipts and Payments Account
Year ended 31 December 2024

| | | Unrestricted Funds 2024 £ | Unrestricted Funds 2023 £ |
|--|-------------|------------------------------------|------------------------------------|
| <u>Receipts</u> | Note | | |
| Subscriptions | | 32,778 | 30,658 |
| Gift Aid Donations | | 3,038 | 2,666 |
| Activities for Generating Funds | 3 | 3,461 | 5,776 |
| Donations | | 1,406 | 1,996 |
| Bank Interest | | 344 | 66 |
| <u>Total Receipts</u> | | <u>41,027</u> | <u>41,162</u> |
| <u>Payments</u> | 4 | | |
| Costs of generating funds | | 316 | 1,595 |
| Charitable activities | | 35,928 | 35,413 |
| Governance costs | | 50 | - |
| Other payments | | 673 | 2,134 |
| | | | |
| <u>Total Payments</u> | | <u>36,967</u> | <u>39,142</u> |
| | | | |
| Excess of Receipts over Payments for the year | | <u>4,060</u> | <u>2,020</u> |

Year ended 31st December 2024
Glasgow & West of Scotland Family History Society
Statement of Balances
At 31 December 2024

| | Unrestricted Funds 2024 | Unrestricted Funds 2023 |
|---|-------------------------------|-------------------------------|
| | £ | £ |
| <u>Bank Balances</u> | | |
| Bank balances brought forward | 38,026 | 36,006 |
| Movement in year: | | |
| Excess of Receipts over Payments for the year | 4,060 | 2,020 |
| Bank balances carried forward | <u>42,086</u> | <u>38,026</u> |

The accounts were approved by the Council on 6th January 2025 and were presented to the members at the Annual General Meeting on 21st April 2025

 Chairman

 Treasurer

Year ended 31st December 2024

Glasgow & West of Scotland Family History Society

Notes to the Accounts for the year ended 31st December 2024

1 Trustee Remuneration and Related Party Transactions

During the year no trustees received any remuneration. [REDACTED] received reimbursement of mileage expenses incurred totalling £0 (2023 £79)

2 Movements in Funds

| | At 1 January | | | At 31 Dec |
|--------------|--------------|----------|----------|-----------|
| | 2024 | Receipts | Payments | 2024 |
| | £ | £ | £ | £ |
| General Fund | 38,026 | 41,027 | 36,967 | 42,086 |

3 Analysis of Activities for Generating Funds

| | y/e 31/12/24 £ | y/e 31/12/23 £ |
|--------------------------------------|----------------------|----------------------|
| Sale of Publications etc | 2,199 | 2,104 |
| Donations for research by volunteers | 708 | - |
| Printing & Other Income | 554 | 3,672 |
| | <u>3,461</u> | <u>5,776</u> |

Year ended 31st December 2024

Glasgow & West of Scotland Family History Society

Notes to the Accounts for the year ended 31st December 2024

4 Analysis of Payments

| | <u>y/e</u> <u>31/12/24</u> £ | <u>y/e</u> <u>31/12/23</u> £ |
|-------------------------------------|------------------------------------|------------------------------------|
| Costs of generating funds | | |
| Cost of publications | 296 | 1,595 |
| | 20 | - |
| Volunteer researchers' expenses | <u>316</u> | <u>1,595</u> |
| Charitable activities | | |
| Research Centre - rent | 7,855 | 7,626 |
| -heat & light | 6,710 | 4,848 |
| -rates & ins | 1,014 | 993 |
| -repairs | 361 | 152 |
| | <u>15,940</u> | <u>13,619</u> |
| Journal | 7,991 | 9,048 |
| Meeting costs | 930 | 560 |
| Library purchases | 274 | 418 |
| Printing, stationery & photocopying | 356 | 480 |
| Postage & telephone | 1,408 | 1,475 |
| Website & Computer costs | 6,982 | 7,931 |
| General | 1,151 | 1,144 |
| Bank and card charges | 896 | 798 |
| | <u>35,928</u> | <u>35,473</u> |
| Governance costs | | |
| Independent examiner's fees | 50 | - |
| Other payments | | |
| Purchase of assets | <u>673</u> | <u>2,074</u> |

5 Accounting Policies

- The Accounts are prepared on a cash basis.
- The Society holds assets and equipment, library resources and stock of publishing materials for resale.