

REGISTERED CHARITY NUMBER: 275891

**Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 December 2021
for
Oxfordshire Family History Society**

Chapman Robinson and Moore Limited
30 Bankside Court
Stationfields
Kidlington
Oxford
OX5 1JE

Oxfordshire Family History Society

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for the Year Ended 31 December 2021**

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Oxfordshire Family History Society

**Report of the Trustees
for the Year Ended 31 December 2021**

The trustees present their report with the financial statements of the charity for the year ended 31 December 2021. The trustees have adopted the provisions of 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 2015).

OBJECTIVES AND ACTIVITIES

The objects of the charity are to advance public education in family history and genealogy primarily within the county of Oxfordshire; index, co-ordinate, publish and make accessible in the interests of genealogy any documents or records relating to the county; to promote the preservation of such documents or records; to encourage the study of genealogy; to assist educationally by lectures or otherwise in records research; and to co-operate with Family History and other societies with similar interests.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number 275891

PRINCIPAL ADDRESS

c/o Oxfordshire History Centre
St. Luke's Church
Temple Rd, Cowley
Oxford
Oxfordshire
OX4 2HT

TRUSTEES

M Austen	Chair
J Beckerleg	Treasurer
S Honore	Editor
T Emptage	Secretary
C Fance	
J Cramer	
D Broughton	
K Poile	
S Mattheus	
A Trueman	
C Eldridge	

Trustees are recruited from the Society's membership and formally appointed at the Society's Annual General meeting. There is no formal induction policy but new trustees are given support and training to enable them to undertake their work.

The Society's affairs are managed by the Board of Trustees which meets on a monthly basis to plan future activities and consider matters relating to membership and finance.

The charity is not formally part of a wider network and has no subsidiaries. It does co-operate with other organisations that have an interest in family and local history.

Oxfordshire Family History Society

Report of the Trustees for the Year Ended 31 December 2021

ANNUAL REVIEW

Despite the continuing disruption caused by the pandemic, the Society had another successful year – both financially and, more importantly, in its services to the membership.

The Society has no employees in 2021 (2020: None) but relies on volunteers to assist in its work including the provision of advice via local libraries. Advisor sessions in libraries have been temporarily suspended during the pandemic.

At the end of 2021 there were 1622 members (2020:1552).

Online meetings (which began in earnest in June 2020) were well attended and well received by our members. The online meetings meant that the Society could reach members across the World which was a real bonus. Some 20 talks were held during the year. Looking forward the Society expects to have a programme which combines online and physical talks.

Alongside this, three journals were published for members.

The Society was unable to hold an actual fair in 2021 but successfully held an online fair. It also attended other online events hosted by other family history organisations.

Membership is open to all and the services provided by the Society benefit the public and its understanding of genealogy, family history and local Oxfordshire history. The Trustees have considered this public benefit in accordance with the Charity Commission's published guidance under the Charities Act 2011.

FINANCIAL REVIEW

There was a surplus of income over expenditure in 2021 of £15,552 (2020: deficit £3,393). Income from Membership continued in line with 2020; income from royalties were higher than expected due to the increased volume of activity during the pandemic.

Income is derived from three principal sources: membership subscriptions, sales of books, CDs and other research information, and royalties from other organisations.

The Society has reserves as at December 2021 of £315,191 (2019:£299,639). This funding is held to enable the Society to develop its activities and to undertake investment in research or improving support to the membership (e.g. Improving the society's website). The reserves are invested in a bank savings account and earned minimal interest. With the increase in interest rates the Society is more actively investing the funds in savings accounts to achieve a better return.

Having considered its reserves and future income prospects the Trustees consider that the Society is a going concern.

Oxfordshire Family History Society

**Report of the Trustees
for the Year Ended 31 December 2021**

RISKS

The Society reviews risks as part of its regular meetings and when considering new activities.

The Society is carrying adequate reserves to cope with most financial problems such as a short term reduction in membership numbers or less successful events.

The work of the Society could be disrupted by external events (such as a pandemic) and, over a longer timescale, a shortage of Trustees to continue to lead the Society.

BANKERS

Barclays Bank UK PLC
Barclays
Leicester
LE87 2BB

INDEPENDENT EXAMINER

T.K. Hobbs, FCCA
Chapman Robinson and Moore Limited
30 Bankside Court
Stationfields
Kidlington
Oxford
OX5 1JE

Approved by order of the board of trustees on 1 June 2022 and signed on its behalf by:

John Beckerleg
Trustee

Oxfordshire Family History Society

Independent examiner's report to the trustees of Oxfordshire Family History Society

I report to the charity trustees on my examination of the accounts of the Oxfordshire 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 Act and in carrying out my examination I have followed all 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 confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

T.K. Hobbs
FCCA
Chapman Robinson and Moore Limited
30 Bankside Court
Stationfields
Kidlington
Oxford
OX5 1JE
Date'

Oxfordshire Family History Society

**Statement of Financial Activities
for the Year Ended 31 December 2021**

	Notes	2021 £	2020 £
INCOME FROM			
Charitable activities - Membership fees		18,008	11,421
Donations, legacies and royalties		24,145	25,489
Other trading activities	2	12,441	6,641
Investment income	3	29	530
Total		<u>54,623</u>	<u>44,081</u>
EXPENDITURE ON			
Raising funds		2,480	8,879
Charitable activities		<u>36,592</u>	<u>38,595</u>
Total		<u>39,071</u>	<u>47,474</u>
NET INCOME / (EXPENDITURE)		15,552	-3,393
RECONCILIATION OF FUNDS			
Total funds brought forward		299,639	303,032
TOTAL FUNDS CARRIED FORWARD		<u>315,191</u>	<u>299,639</u>

The notes form part of these financial statements

Oxfordshire Family History Society

Balance Sheet

At 31 December 2021

	Notes	31/12/2021 £	31/12/2020 £
CURRENT ASSETS			
Cash at bank	5	318,378	299,773
Debtors	6	5,191	12,727
Stock	7	-	-
CURRENT ASSETS		<u>323,569</u>	<u>312,500</u>
CURRENT Liabilities			
Creditors falling due within one year	8	8,378	12,861
CURRENT LIABILITIES		<u>8,378</u>	<u>12,861</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>315,191</u>	<u>299,639</u>
NET ASSETS		<u>315,191</u>	<u>299,639</u>
FUNDS			
Unrestricted funds		315,191	299,639
TOTAL FUNDS		<u>315,191</u>	<u>299,639</u>

The financial statements were approved by the Board of Trustees on 1 June 2022 and were signed on its behalf by:

J Beckerleg -Trustee

M Austen -Trustee

The notes form part of these financial statements

Oxfordshire Family History Society

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

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees. Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. The Society has no restricted funds.

Key Judgements and Assumptions

The Society has made judgements about the likelihood of members continuing to take out subscriptions, of continuing sale and ongoing income from royalties. It has estimated outstanding creditors and debtors based on the latest information available. It has formed a view about the adequacy of reserves in the context of planned committed expenditure.

2. OTHER FUNDRAISING ACTIVITIES

	2021	2020
	£	£
Fundraising events	0	26
Sundry receipts	0	0
Sales (publications, CD/fiche, searches)	12,441	6,615
	<u>12,441</u>	<u>6,641</u>

3. INVESTMENT INCOME

	2021	2020
	£	£
Deposit account interest	<u>29</u>	<u>530</u>

Oxfordshire Family History Society

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

4. TRUSTEES' REMUNERATION AND BENEFITS

There were trustees' expenses of £3,181 paid for the year ended 31 December 2021 (2020: £581). These relate to travel expenses and miscellaneous costs incurred on behalf of the Society. Six Trustees received payment.

5. CASH AND CASH EQUIVALENTS

	2021	2020
	£	£
Cash in hand (Current and Deposit accounts)	<u>318,378</u>	<u>299,773</u>

6. DEBTORS

The Society receives income from other organisations in the form of sponsorship. The debtors shown reflect the amount due to be paid in respect of 2021 royalties.

	2021	2020
	£	£
Trade Debtors	<u>5,191</u>	<u>12,727</u>

7. STOCK

The Society holds a limited number of publications and CDs for resale. Book sales are declining with the introduction of digitised alternatives. CDs production costs, once the information has been prepared, are minimal and so the cost of CDs is minimal. For these reasons the Society has taken a prudent view to value its stock as nil (2020:Nil).

8. CREDITORS

Creditors at the year end relate to royalty payments owing and membership fees paid before 1 January 2022.

	2021	2020
	£	£
Trade Creditors	8,378	11,228
Other Creditors	<u>0</u>	<u>1,633</u>
	<u>8,378</u>	<u>12,861</u>

9. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2021. In 2021 a relative of one trustee was paid an honorarium of £750 for extensive work on the new website.

10. PUBLIC BENEFIT ENTITY

The Society is a Public Benefit Entity.