



Shropshire Family History Society

**Shropshire Family History Society
Trustees' Annual Report and Accounts
Year Ended 30th September 2024**

Legal And Administrative Information

Charity Number 514014

Charities Act 2011

Trustees and Executive Committee

Patron		
Anna Turner JP HM Lord Lieutenant of Shropshire		
Vice Presidents		
Ann Kirby	Michael J Hulme	Dr David R Burton
Trustees		
Chair: Karen Hunter	Secretary: David Morris	Treasurer: Paul Quartermaine
Dawn Blundell	Simon Davies	Lorraine Hunt
Cathy Matthews	Graham Shenton	Lorna Emms - co-opted

Bankers

Lloyds Bank PLC
Business Banking, BX1 1LT
Hampshire Trust Bank
55 Bishopsgate, London, EC2N 3AS
United Trust Bank
1 Ropemaker St, London, EC2Y 9AW

Contact details

c/o SFHS Secretary
48 Oakley St
Shrewsbury
SY3 7JY
e-mail – secretary@sfhs.org.uk

Website

www.sfhs.org.uk

Independent Examiner

Andrew Fairchild BA ACMA CGMA
Chartered Management Accountant

Chair's Report

Structure, governance, and management

Shropshire Family History Society (SFHS) is registered with the Charity Commission (number 514014) and governed by a Constitution initially drawn up in 1979 and last amended in 2023. Registered charities are required to comply with statutory and Charity Commission Public Benefit requirements and we believe that our activities as outlined below meet this guidance.

The Executive Committee members are Trustees of the Charity with the responsibility to administer the affairs and funds of the Society. The Executive Committee members for the last year are as listed on the first page of the report.

Objectives

The objects of the Society as contained within the Constitution are:

to promote the study of genealogy and history especially of Shropshire families and places; to educate the public therein through advice and instruction and for the public benefit; to encourage the preservation and transcription of relevant documents and records especially for the County of Shropshire.

Activities, Achievements and Performance

Membership of the Society, as of 30 September 2024, stood at 964, (a reduction of 70 from last year) with members from across the world. This suggests we need to look at ways in which we can attract new members and work on retaining current members and is something the Committee will be considering in the coming months.

The Society Journal continues to be published quarterly and distributed to all members, either in printed form by post or as an electronic copy. Through its publication we are able to keep in contact with and communicate with all our members. The content aims to be informative, interesting and educational and offers our members the opportunity to share their experiences of delving into their family history. We have also introduced a monthly digital Newsletter which is circulated to all members who have provided us with an email address.

Our monthly talks continue to be offered online (apart from July and August), covering a wide range of topics related to genealogy and family history. Using an online platform enables us to include members from across the world and it is encouraging that we usually have upwards of 60 people in attendance.

The Talking Family History Online sessions continue with a core membership coming together on a monthly basis to share their enthusiasm and interests in family history. The topics discussed are varied and wide ranging and some good connections between members have been established.

This year we have also introduced an online DNA Special Interest Group, bringing together members with a particular interest in using DNA to support their research.

In October 2023 we held a Talking Family History LIVE event at Cross Houses, with 35 members joining us to hear talks covering topics including One Place and One Name studies; A Few Forgotten Women; Ways of telling our stories; Maps and Family History; and provided an opportunity for people to meet up, chat and share their ideas.

We have not attended any in-person Fairs but have participated in some of the online events held during the year. This offers an opportunity to promote our Society and to help attendees in their Shropshire based family history research.

The help desk at Shropshire Archives, staffed by volunteers from the Society, is open two days each week and the first Saturday each month and provides help and advice to anyone interested in tracing their family history. Operating from the Archives enables access to paper-based and microfiche records, Internet resources and other computer-based records.

Work on developing our new website has been continuing during the year although progress has been frustratingly slow and has thrown up a number of challenges along the way. Unfortunately we are not yet able to give an indication of when we will be able to launch the new site but can assure members that we are doing everything possible to expedite this.

Our Society is reliant on volunteers for everything we do, and I would like to put on record my enormous thanks to all those who have given of their time and energy in so many ways during the year.

Karen Hunter, Chair

Financial Review

The Society continued to use spreadsheets as opposed to an accounting package given the limited transactions.

Policy on reserves:

The Trustees believe it necessary to maintain unrestricted funds for the following purposes:

- a) to cover obligations to pay future hire and storage fees of the Cross Houses Community Centre in the event of a fall in normal revenue income.
- b) to buy research material which may become available from time to time.
- c) to renew and to buy further equipment to assist research and education.
- d) to invest in website improvements and other technology to enable greater engagement with members.

The Trustees believe that the current level of funds is adequate for these purposes.

The Society's General Fund shows an excess for the year of £1,146 which, when carried to reserves leaves a balance to carry forward of £95,517.

The Society will keep the level of reserves retained to ensure it is sufficient to fulfill our future obligations. Although the Society's funds are healthy, membership of family history societies continues to fall. The Society will continue to look at investing its reserves to build up capital to replace any anticipated fall in membership income. The Committee and Trustees will continue to keep payments and receipts 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

Karen Hunter

David Morris

Chair

Secretary

Date: 5 November 2024

Date: 5 November 2024

Independent examiner's report on the unaudited financial statements of Shropshire Family History Society

I report to the Trustees on my examination of the accounts of Shropshire Family History Society ("the Trust") for the year ended 30 September 2024.

Responsibilities and Basis of Report

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 145 of the Charities Act 2011 ("the Act") and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Act
- follow the procedures laid down in the general directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- state whether particular matters have come to my attention.

Basis of Independent examiner's statement

My examination was carried out in accordance with general instructions given by the Charity Commission. 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 seeking 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 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 examiner's statement

In connection with the examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of

accounts as 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.

Andrew Fairchild BA ACMA CGMA Chartered Management Accountant

Date: 12 November 2024

Receipts and Payments Account for the year ended 30 September 2024

	30/09/2023	30/09/2024
Receipts	£	£
Subscriptions	9,228	8,163
Gift Aid	1,071	1,059
Interest on Bank and Investment Account	1,123	3,348
FHF Quarter sessions	754	568
Profit on Sales - see below	(1,012)	231
Donations	380	842
Miscellaneous	-	123
Total receipts	11,544	14,334
Payments		
Journal Postage and distribution - 121	3,932	3,759
Direct Mail		
Journal Printing - WPG Ltd	2,605	2,533
Journal Costs - Sundry	182	182
Depreciation -- see assets sheet	572	518
Room Hire	193	45
Zoom fees	292	171
Mailchimp Fees	161	238
Storage hire	700	550
Subscriptions	479	458
Website expenses	144	174
Printing and Stationery	80	-
Postage and telephone	178	76
Lecture Fees & Expenses	662	800
Insurance	238	238
Travelling expenses	16	10
Archive Costs	1,103	717
Purchases for the Library	74	-
Cross Houses Infrastructure costs	188	-
Miscellaneous	261	19
Total payments	12,060	13,188
Excess / (Deficit) for year	(516)	1,146
Sales	2023	2024
Sales of Books, CDs, etc	1,039	231
Opening Stocks	2,306	255
Purchases	0	0
	2,306	255
Less Closing Stock	(255)	(255)
Profit / loss on sales	(1012)	231
	-97%	100%

Shroshopshire Family History Society
Balance Sheet as at 30 September 2024

	30/09/2023	30/09/2024
Fixed Assets	£	£
Per Schedule below	2,252	1,734
Current Assets		
Stock of Publications at Cost	255	255
Current account & cash	8,136	6,453
Bank Deposit Accounts		
Hampshire	15,002	15,630
Lloyds Deposit Account	16,563	16,772
United Trust Bank	52,163	54,673
	94,371	95,517
Less Current Liabilities		
Sundry creditors	0	0
	94,371	95,517
Capital Account		
Opening Balance	95,887	94,371
Excess of Receipts Over Payments	0	0
Excess / Deficit for Year	(516)	1,146
Closing Balance	94,371	95,517

Fixed assets movement				
2022/23	Additions	Depreciation	Loss on sale	2023/24
2,252	0	518	0	1,734
2,252	0	518	0	1,734

Paul Quartermaine (Treasurer)

On behalf of Committee

Date: 5 November 2024

Notes to the Accounts
Year ended 30 September 2024

1. Accounting Policies

a. Basis of accounting

These accounts have been prepared on a Payments and Receipts basis in accordance with the Charity Commission guidance.

b. Tax reclaims on donations, gifts and subscriptions

Gift Aid is claimed when there is a valid declaration from the donor and is included in receipts when the claim is settled by HMRC. Any Gift Aid amount recovered is considered to be part of that donation, gift or subscription.

c. Stock

Stock is valued at the lower of cost and net realisable value.

d. Trustee expenses

During the year expenses totaling £1,204 (2022/23 £1,219) were paid to Trustees to reimburse them for administration costs e.g. postage, travel expenses, Zoom fees etc. incurred on behalf of the Charity.

e. Depreciation policy

Provision for depreciation of fixed assets held by the Society is made at rates calculated to spread the cost less residual value of each asset evenly over its expected useful life. The rates applied are as follows:

Current year purchase	10% if purchased between 01/10 & 31/03, 0% if purchased after 01/04.
General depreciation	20% of previous year's closing Net Book Value