



The Somerset & Dorset Family History Society

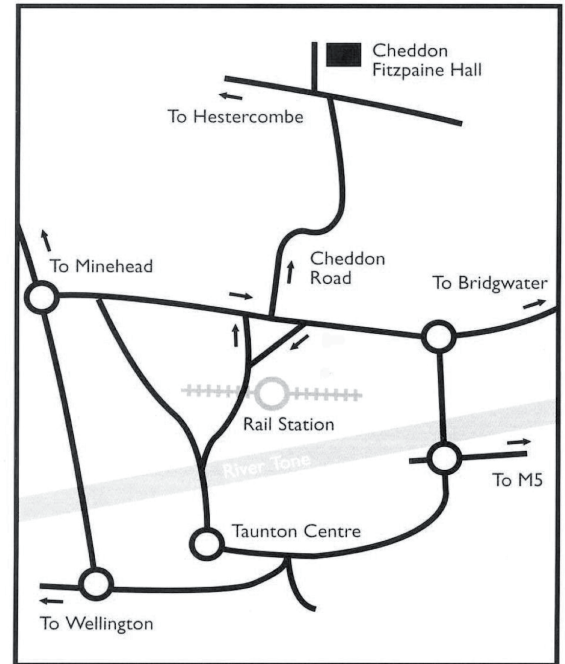
Registered Charity No. 1010351

ANNUAL GENERAL MEETING

The 2017 Annual General Meeting of the Somerset & Dorset Family History Society will be held at 3pm on Saturday 23 September 2017 in The Memorial Hall, Cheddon Fitzpaine, Somerset, TA2 8JY.

AGENDA

1. President's Welcome – Sir Mervyn Medlycott
2. Apologies for absence
3. Minutes of the 41st AGM held on 24 September 2016 at Sturminster Newton
(Copies of the Minutes will be available at the meeting and can be downloaded from the Society's website: www.sdfhs.org)
4. Matters Arising
5. Chairman's Report
6. Treasurer's Report
7. Appointment of Examiners
8. Election of Officers and Executive Committee
9. Closure of Business



Trustees' Annual Report

The statements below are extracts from the draft full financial statements of the Society which will be available at the AGM and on request to the Secretary, or from the website (www.sdfhs.org).

The Trustees submit their report and the financial statements of the Somerset & Dorset Family History Society for the year ended 31 December 2016.

LEGAL AND ADMINISTRATIVE INFORMATION

The Charity's legal and administrative details are as shown on page 1 of the draft full financial statements.

The objects of the Charity are as detailed on page 2 of the draft full financial statements.

There have been no material changes since the last report in the policies adopted by the charity in order to further its objects.

From 6 July 2002 the society has adopted a revised constitution, amended on 24 September 2011 and 19 September 2015. Under the constitution the society is administered by an Executive committee, comprising the Chairman, Secretary, Treasurer, two Vice Chairmen and representatives of the regional groups and nominated representatives of authorised sub-committees. The Society operates a number of sub-committees to handle various specific aspects of running the society. All important decisions are then ratified by the Executive Committee.

In setting objectives and in planning the activities of the society, the Trustees have given careful consideration to the Charities Commission's general guidance on public benefit.

The following Trustees have held office since 1 January 2016:

Mr E A Udall	Mr P G B Welch
Mrs R J Figgins	Mr R Barber
Mrs A-M Wilkinson	Miss J Wragg
Mr D Brown	Mr B Brock (resigned September 2016)
Mrs J J McGowan	Mrs S A R Creed-Castle
Mrs P A Spencer	Mr J Tanner
Mr J D Brooking	Mrs J M Sharp (appointed January 2017)

ACHIEVEMENTS AND PERFORMANCE OF THE SOCIETY AND FUTURE PLANS

The Society relies on volunteers from among its members. Volunteers are involved in organising the Society's eight regional groups, each of which hold monthly meetings which are also open to non-members. Other volunteers staff the Family History Centre in Sherborne, dealing with queries (from Society members and members of the public), creating and publishing indices and other tasks. Volunteers also attend various family history related fairs and similar occasions. Educational sessions in collaboration with local libraries have proved very successful, with extra sessions being arranged on several occasions.

Since the move to the new Research Centre in 2006, the Society has continued to enhance its operations and facilities to allow greater access to both members and the general public and enables many people to further their use of computers. The Society continues to organise educational classes, lectures and workshops for both members and the general public. These lectures and workshops have been conducted by Society volunteers and by external organisations.

The Society continues to publish its quarterly journal "The Greenwood Tree". The Society's website is updated regularly and use of the Members Forum continues to increase, giving the opportunity to discuss research and ask for or offer help. An online shop initiated during 2015 has continued to prove to be very popular with members, increasing publications' sales and giving more options for the payment of subscriptions. Members can also book for Sherborne events, make donations and pay Research Fees securely through the shop. The Society continues to increase its use of social media with the WordPress blog and the Facebook Group, in particular, proving to be both popular and helpful to those undertaking their own family history research.

FINANCIAL REVIEW INVESTMENT POLICY AND RESERVES

Income for the year amounted to £51,504 (2015 - £64,133) of which £33,876 (2015 - £40,484) came from subscriptions and £11,076 (2015 - £15,505) from services offered by the society. The charity incurred total expenditure of £49,571 (2015 - £55,721) giving a net increase in funds of £1,933 (2015 - £8,412).

A revaluation of the library was undertaken in 2014 to establish the veracity of the value of its contents as shown in the accounts in 2015 (and previous years). Using statistical sampling and validation, an internal valuation was undertaken in December 2014, which revealed that the contents were worth approximately £54k. After due deliberation the Executive Committee decided to restrict the increase in value of the library stock to £6500 in the Accounts, thus showing the asset as half its apparent value. There was no impairment to this valuation in 2016.

The Trustees have the power to invest the money of the charity not immediately required for its purposes in such investments or property as they think fit. Currently cash reserves are required to meet the day to day needs of the charity and therefore any cash not required for immediate use is held in Charity fund deposit accounts, which give immediate access to these funds.

The trustees aim to hold sufficient reserves to meet six months operating activity of the charity. As at 31 December 2016 balances held at the bank and on deposit totalled £55,682 of which £9,657 is restricted or has currently been designated for non general purposes. The society therefore holds £46,025 in general funds, which covers eleven months operating activities at current levels; this is an improvement from the eight months at the end of 2015. The trustees are actively considering how they can increase liquid funds.

In 2014, the Trustees voted to utilise some of the Designated Funds for the purchase of new computers, and the further development of the Society's Website. To this end, in 2015, £5,591 from the David Chant bequest expended on computers and £905 from the Gillian Kerr bequest on website development. A further £404 was spent on computer upgrades in 2016.

The Trustees have continued to implement the strict budgetary controls adopted in 2014 and this, together with the continuing education courses and talks in Sherborne, have enabled the Society to generate a further surplus this year.

E A Udall Trustee Date: 19 May 2017

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 December 2016

	Notes	Unrestricted General Funds	Restricted and designated Funds	Total 2016	Total 2015
		£	£	£	£
INCOMING RESOURCES					
Incoming resources from generated funds					
Subscriptions		29,056	-	29,056	33,084
GiftAid on subscriptions		4,820	-	4,820	7,400
Society services		11,076	-	11,076	15,505
Legacies and donations		-	-	-	-
Miscellaneous services		2,128	-	2,128	3,046
Investment income		214	-	214	123
Books and publications		4,210	-	4,210	4,975
Transfer to income		-	-	-	-
TOTAL INCOMING RESOURCES		51,504	-	51,504	64,133
RESOURCES EXPENDED					
Charitable expenditure					
Greenwood Tree costs	3	11,976	-	11,976	13,495
Books and publications	3	1,008	-	1,008	1,503
Society services and projects	3	1,047	-	1,047	2,143
Group funding	3	856	-	856	1,400
Administrative expenses and depreciation (including Governance costs)	3	34,280	404	34,684	37,180
TOTAL RESOURCES EXPENDED		49,167	404	49,571	55,721
NET MOVEMENT IN FUNDS		2,337	(404)	1,933	8,412
Fund balances at 1 January 2016		60,321	10,061	70,382	61,970
FUND BALANCES AT 31 DECEMBER 2016		62,658	9,657	72,315	70,382

The Statement of Financial Activities has been prepared on the basis that all operations are continuing operations.

All gains and losses have been dealt with in the above statement

The notes on pages 9 to 14 of the full draft financial statement form part of these accounts.

BALANCE SHEET

31 December 2016

	<i>Notes</i>	Unrestricted General Funds £	Restricted and designated Funds £	Total 2016 £	Total 2015 £
FIXED ASSETS					
Tangible assets	5	31,801	-	31,801	33,309
CURRENT ASSETS					
Stocks	6	9,000	-	9,000	9,000
Debtors	7	7,597	-	7,597	10,740
Cash at bank and in hand		46,025	9,657	55,682	48,616
		<u>62,622</u>	<u>9,657</u>	<u>72,279</u>	<u>68,356</u>
CREDITORS: Amounts falling due within one year	8	<u>31,765</u>	<u>-</u>	<u>31,765</u>	<u>31,283</u>
NET CURRENT ASSETS		<u>30,857</u>	<u>9,657</u>	<u>40,514</u>	<u>37,073</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>62,658</u>	<u>9,657</u>	<u>72,315</u>	<u>70,382</u>
ACCUMULATED FUNDS					
General funds		62,658	-	62,658	60,321
Designated funds	9	-	9,439	9,439	9,843
Restricted fund		-	218	218	218
	10	<u>62,658</u>	<u>9,657</u>	<u>72,315</u>	<u>70,382</u>

The notes on pages 9 to 14 of the full draft financial statement form part of these accounts.

The financial statements were approved by the Trustees for issue on 19 May 2017 and signed on their behalf by:

E A Udall Trustee

R J Figgins Trustee