

THE FAMILY HISTORY SOCIETY OF CHESHIRE
(Charity no. 515168)

Trustees' Annual Report to the Charity Commission for the Year 2023-2024

OBJECTS

The object of the charity is to advance the education of the public in the study of family history in all its many aspects.

GOVERNING DOCUMENT

The charity is an unincorporated association governed by its constitution, originally set up around 1969 and currently the "1999 Constitution as amended 20th October 2001 and 30th October 2021".

CONTROL

The Management of the Society up to the 2024 AGM was vested by the Constitution (as approved in 2021) in the trustees who were members of the executive committee, which met three times a year, and consisted of:

(a) Officers elected at the AGM:

Chairman
Secretary
Treasurer

and

Some Officials appointed to specific posts within the society

(b) Co-opted members and those who fill any casual vacancy

(c) One delegate representative from each of the 12 Local Groups and the Computer Club.

All trustees were unpaid.

Many committee members had individual responsibility for the day-to-day operations of specific functions. Reporting was via their membership of the Society's executive committee, supplemented in some cases by written reports. Sub-committees were sometimes set up to deal with particular issues.

Following a major review of the Society's operations and management structures carried out during 2024, a new revised Constitution was approved at an Extraordinary General Meeting held on 20th July 2024 and implemented with effect from 1st September 2024, at which point it was also submitted to the Charity Commission. This revised Constitution included considerable changes to the Management of the Society, which is now vested in ten trustees elected at the AGM, namely:

(a) Five Officers

Chair
Honorary Secretary
Honorary Treasurer
Two other Officers (currently designated as a Communications Officer and a Membership Services Officer)

and

(b) Five Elected Trustees

All trustees are unpaid.

The five Officers have responsibility for the oversight of day-to-day operations of specific

functions and meet as a Management Committee. The Management Committee reports to a Board of Trustees consisting of all ten trustees.

TRUSTEES

The Chairman for the reporting period 2023-2024 was Margaret Lillian Roberts of 4 Dunns Cottages, Butterton Lane, Oakhanger, Cheshire CW1 5UU.

The charity's principal address is that of the Mobberley Research Centre, Rajar Building, Town Lane, Mobberley, WA16 7ER.

A list of the trustees in place for 2023-24 is attached. It contains names of those who held that position during the financial year.

PLANNING

The bulk of the Society's activities are planned in advance. However, some aspects of the society's activities are necessarily opportunistic rather than susceptible to considered planning. For example, library acquisitions depend on available funds and suitable works and collections coming up for sale or storage in an archive.

ADVISERS

The society is a member of the Federation of Family History Societies (FFHS). Membership brings with it advice on matters relevant to the conduct of the society's affairs, either from FFHS staff or from their legal advisers or insurers. The Society contracts out some accounting functions and this may include an element of advice. Advice is sometimes sought from members of the society who have suitable expertise.

RISK

There appear to be no major risks to which the Society is exposed that are not covered by the insurance arranged through the FFHS. Assets insurance is provided by Aviva Insurance.

DATA PROTECTION

The Society is committed to complying with all relevant data protection legislation.

INDEPENDENT EXAMINER

The constitution calls for an independent examiner or auditor to be appointed. The independent examiner for the period was Messrs. Heywood Shepherd, Chartered Accountants, 1 Park St, Macclesfield, Cheshire SK11 6SR.

ACCOUNTS

The accounts are presented on an accruals basis. The central accounts have been consolidated with the accounts of the computer club and the 12 local groups to generate the annual financial report. The Society is not registered for VAT, but is registered for VATMOSS in the Republic of Ireland for digital sales in the EU. In 2022-23, the trustees noted that there had been no review of the methodology used for depreciation of the value of tangible fixed assets for some time and this was addressed during 2023-24, resulting in a considerable down-valuation of assets with a substantial amount being written off.

RESERVES

The total monetary assets (Net Current Assets) in the consolidated accounts are shown as:
£146,947

The former executive committee determined (report, December 1999) that the reserves within its central accounts should be targeted at between one third and two thirds of its annual subscription. These reserves consist of: working capital; funds for the purchase of research materials; equipment; renewal provision; and provision for unforeseen expenditure. For the year ending 30th June 2024 the annual subscription income was £22,538. Reserves are

currently in excess of target. The trustees are satisfied that the reserves policy is appropriate and the level of reserves this year is suitable for the prevailing circumstances. A review of the reserves policy was planned for 2023-2024 but subsequently deferred to 2024-2025 in view of the broader review of the Society's management.

PUBLIC BENEFIT REPORTING REQUIREMENT

The next section charts the activities of the Society during the reporting year. This has been prepared with regard to the guidance in the Charity Commission's brochure PB1 "Charities and Public Benefit" published in September 2013.

ACTIVITIES, ACHIEVEMENTS and PUBLIC BENEFIT 2023-24

During the reporting year 2023-24, the Society carried out a wide range of activities, including the operation of its family history research centres at Mobberley and Crewe and local group meetings. Additionally, the Cheshire Family History Seminar Series of on-line talks and presentations by nationally known figures, which commenced in the autumn of 2021 with monthly meetings, has continued to be well-attended and widely praised for its accessibility to members from outside Cheshire, including overseas members. There is a full programme for 2024-2025, enhanced by additional online Cheshire Research Seminar Buddies allowing interaction between members both in and outside Cheshire with similar interests in geographical areas of the county. The Society's Executive Committee meetings continued to be held online during 2023-2024, an advantage since its membership is drawn from all parts of the historic County of Cheshire. Attendance at the 2024 Annual General Meeting also showed continuation of the trend for greater engagement by members now that its business, preceded by a talk given by a nationally known speaker, is held on line.

Membership

A substantial percentage of the members now join via the internet and this facilitates our ability to address a geographically wide public. A gradual decline in membership over recent years is a matter of concern to the Society and the Society's outreach activities to the general public will be addressed through the new management arrangements including the appointment of an additional officer to act as Membership Services Officer. Renewals in 2024 continued to reflect that decline although many members continue to express their appreciation of the new opportunities provided by online meetings which have developed since the pandemic. . Given the circumstances membership numbers have held up well, supported by significant improvements in recent years in the arrangements for new members. A membership survey, conducted in December 2023 as part of the major review of the Society's operations was particularly well-supported and is has provided useful information with regard to the current make-up of the membership and the hopes and aspirations of the members with regard to the Society's offerings.

Mobberley Research Centre

The Mobberley Research Centre is at The Rajar Building, Town Lane, Mobberley, WA16 7ER. These premises provide light and bright accommodation, good access and space for the Society's extensive collection of documents and computer resources.

The Rajar Building is owned by Mobberley Parish Council and was the subject of refurbishment with the aid of an S106 agreement following planning permission for new homes in the village. The Research Centre is staffed by volunteers and is overseen by a Management Committee. The Centre is the focus of our service provision, providing an invaluable resource for the Society in general and for members at the eastern side of the county in particular. It is open to non-members for a small donation. The multifunctional machines that handle media and copying continue to reinforce their value to the society and to make the wide range of resources available for research. The turnover of volunteers, who provide advice and support

for visitors, to staff the centre remains low but, when people move on and the Centre's opening days have had to be curtailed accordingly. The Centre continues to respond to the increase in on-line genealogical information although *Find My Past*, *Ancestry* and *The Genealogist* websites, remain the preferred and cost-effective sites accessed by subscription, together with access to the many free to search sites.

Crewe Family History Unit

This is based in the Crewe Municipal Building, in rooms provided by Cheshire East Council. It holds a good cross section of research material including free access to the same websites as the Mobberley Research Centre, local parish registers, an extensive library and the Crewe and District and South East Cheshire local history archives. The Unit is run by volunteers and opens two days a week and on occasional Saturdays. The Unit also has a space for talks and displays.

The Society has been heavily involved in collaboration with Cheshire Archives and Local Studies (CALs) in the development of plans for the new Crewe history centre and it is anticipated that the Family History Unit will in due course relocate into the new centre. Discussions with CALs are also ongoing with regard to the options open to the Society to be involved in the similar developments for the new Chester history centre. The trustees are aware that the costs of operating the Mobberley Research Centres account for a large part of the Society's annual expenditure and that this requires careful consideration in relation to any future developments which the Society may enter into with CALs.

Internet presence

The Society's internet played a vital part in its response to the challenges of the pandemic and it has continued to provide an invaluable line of communication to members. There is a monthly newsletter, sent out to all members for whom it has an email address. This gives information, news and hints, advising members of upcoming events in the family history world and links to useful websites. The Society's presence on Facebook and X has been enhanced and consolidated proving a valuable resource for members and non-members alike. All these areas of online activity are constantly reviewed and updated to ensure that the best information and encouragement is given. Towards the end of 2024, the Society also opened a BlueSky account and is moving to reduce its presence on the X platform.

The Society's website itself is reviewed constantly to allow improvement and updates following feedback from users and, in particular, feedback gained from the membership survey conducted in December 2023. It is accessed by members and non-members alike. The Webmaster and his Web Assistant have ensured that members are fully cognisant of the opportunities the site offers. All group leaders can manage their own web presence in a time efficient way providing members with information about group activities and other local events and projects. Such activities, and the broader opportunities now available, enhance membership of the Society. Easily accessible information available on line for the general public raises the Society's profile and encourages new members to join and to pursue the study of family history. An active online Forum allows members and non-members to raise issues and problems they are facing in their research and to discuss possible solutions with other users. New members can thus benefit from the experience of others. The Members' only section of the site gives them access to documentation relevant to the society's activities. After an extensive, and ongoing, digitisation of its resources the Society's online shop offers a wide range of digitised resources for download and CDs for which it owns the copyright and other items of interest to family historians. The website also has links to other relevant family history sites where members and the general public can pursue their research. All of this benefits the society's members and researchers worldwide.

The Society also hosts and manages the website for the North West Group of Family History

Societies.

Electronic projects

Electronic records of Cheshire related material are produced from the projects undertaken by our groups, volunteers, members and others. Microfiche and CD/DVD resources are being replaced as more of the Society's resources are digitised for download through the online shop and for placement on commercial family history sites.

Local Groups

The Society's local groups provide a focus for people in specific localities in Cheshire. A popular and important part of our work is undertaken by these groups, with group committee members providing local knowledge, organising talks (either face-to-face, online or a mixture of the two), undertaking the collection of data and making this available worldwide, and helping members and the public with their research at local help desks in libraries and other community facilities. In the 2023-2024, reporting year the Society had 12 Local Groups operating across the historic County of Cheshire. Sadly, a lack of volunteers to run its Wallasey group led to the group's closure in August 2024 and, at the same time, the decision was taken for similar reasons to merge the Crewe group and the Nantwich group.

The Computer Club

The Computer Club plays an important role in providing advice on all aspects of the digital world, holding regular meetings to address current issues and problems and to look at new initiatives and sources of information relevant to family historians.

The Computer Club pioneered the use of online meetings discovering that more people attended than did a physical meeting and that members from all over the country, and elsewhere in the world, were willing and able to interact with the Society. Online working has also enabled small groups with particular interests to be formed which can then feed back to the Club and the Society.

Magazine

The society's magazine, the *Cheshire Ancestor*, remains a focus of communication with our members. It is produced quarterly and continues to be both entertaining and a mine of useful information. It has won the Federation of Family History Societies' "*Elizabeth Simpson Award*" several times for the best magazine. As a result of increased publishing and postage costs members have the opportunity of receiving an electronic version of the magazine at a lower subscription rate but a significant number of members prefer to continue to receive the magazine in paper format. The journal is distributed to the major libraries, archive offices and local studies libraries throughout the historic county of Cheshire covering the following modern local authority areas: Cheshire East, Cheshire West and Chester, Wirral, Halton, Stockport, Trafford and Tameside. It is hoped that this will raise the Society's profile and attract members from those who are using these resource centres at the beginning of their family history journey.

Transcription, indexing and publications

Considerable time and effort continues to be put in by members to projects for the transcription and/or indexing of all sorts of written historical records and also of gravestones, war memorials and other relevant data. This benefits all those in this country and overseas who have Cheshire ancestry. The publication of these results online as downloads through the Society's online shop, in book form, or as CDs enables access for those who are unable to visit local Cheshire facilities through disability or distance. This is a public service that most or all family history societies, and other historical organisations, undertake.

Lectures

The Society is always ready to provide speakers to educate the public at formal education establishments or at meetings of other organisations, including those that do not have a historical focus. Our own meetings often include speakers on wider aspects of social, local, national and international history that put family history in context. These local group meetings are advertised locally and non-members are invited to attend. Beginner's days are run in various parts of the county and Family History Awareness and Heritage Days are run in local libraries and churches by group members of our society. Family history classes are also run at our research centre. The 2023-24 review of the Society's operations has identified the possibility of enhancing the Society's delivery of its objects through online classes in the future.

Help Desk Advice

Some of our groups provide a help desk service in their local library and other community facilities for members of the public who are interested in tracing their family tree or need on-going advice. This service is for members and non-members alike, and is resuming after the pandemic restrictions.

Co-operation with others

The society is a member of the Federation of Family History Societies and of the North West Group of Family History Societies and liaises with other family history societies, local Registrars, local studies officers and the media. There is good co-operation with the Cheshire Archives and Local Studies (CALS) and the Society continues to be actively engaged in the ongoing consultation on the future of the archive service within Cheshire and the role that the Society can have in these future developments. A Memorandum of Understanding was agreed with both the Cheshire Local Authorities as part of the bid for Heritage Lottery Funding for the Archives Project. The Society also works with the Wirral Archives Services, is a member of the Cheshire Local History Association and the Lancashire Parish Registers Society.

Volunteer Activities

The Society can only function through the work of its volunteers. A survey undertaken in the 2017-2018 reporting year indicated over 20,000 hours contributed by volunteers, equivalent to around 12 full time staff and over £150,000 at the national minimum wage. The trustees would wish to acknowledge the debt that is owed to all those who give willingly of their time to further the objectives of the Society and for the benefit of the public.

ATTACHMENTS

List of trustees during the financial year ending 30th June 2024.

DECLARATION

Signed with the authority of the trustees,

Margaret Roberts
Chair

FHSC Trustee List

Those who occupied a position as Trustee of the Family History Society of Cheshire for the Reporting Year 1st July 2023 to 30th June 2024:

BARLOW, John
BENNETT Robert Alan,
DAVENPORT Peter,
GUYTON David,
HAMILTON Sheila,
JOHNSON Geoff,
JONES, Sheila
MITCHELL, Sheila,
MOORE Angela,
OLIVER Gay,
ROBERTS, Margaret,
RUGMAN Rev Hazel,
SPATE Margaret,
SMETHAM David,
SMETHAM Lesley
THOMAS David,
WRIGHT Robert.

THE FAMILY HISTORY SOCIETY OF CHESHIRE
ACCOUNTS FOR THE
YEAR ENDED 30TH JUNE 2024

BRIGHT PARTNERSHIP LIMITED
CHARTERED ACCOUNTANTS

THE FAMILY HISTORY SOCIETY OF CHESHIRE

ANNUAL ACCOUNTS FOR THE YEAR ENDED 30TH JUNE 2024

STATEMENT OF INCOME & EXPENDITURE

	2024	2023
	£	£
INCOME		
Subscriptions (This year only)	22,538	22,469
Interest on Deposits	3,719	1,340
Book Sales	26	40
CD Sales	89	136
Advertising	-	14
Research Rooms - Mobberley	1,300	1,110
Royalties	678	791
Website Income	1,620	1,178
Donations	795	110
Funds from Closed Groups	-	3,229
Total Income for year	<u>30,765</u>	<u>30,417</u>
EXPENDITURE		
Magazine Printing	4,200	5,973
Magazine Postage	4,338	5,030
Capitation to Groups	5,500	6,000
Grants to Groups	-	572
Royalties to Groups	-	45
Insurance & FFHS Subscription	1,373	1,588
Subscriptions	262	240
Book Purchases for Resale	250	500
CD Purchases for Resale	335	675
Membership Expenses	1,552	1,262
Research Rooms - Mobberley	9,837	10,865
Crewe Research Centre	245	163
Website Expenses	2,174	2,508
Committee Costs	135	-
Accountancy Charges	5,020	3,690
Other Expenditure	639	665
Depreciation	4,563	60
Total Expenditure for the year	<u>40,423</u>	<u>39,836</u>
(Deficit)/Surplus for the year	<u>(9,658)</u>	<u>(9,419)</u>

THE FAMILY HISTORY SOCIETY OF CHESHIRE

ANNUAL ACCOUNTS FOR THE YEAR ENDED 30TH JUNE 2024

BALANCE SHEET

	2024 £	2024 £	2023 £	2023 £
Tangible Fixed Assets				
Equipment at Net Book Value	230		230	
Additions during year	-		-	
	<u>230</u>		<u>290</u>	
Less: Depreciation for year	<u>25</u>		<u>60</u>	
		205		230
Furniture & Other Equipment at Net Book Value		-		-
Microfiche Library at Net Book Value		-		-
Mobberley Leasehold Improvements at Net Book Value		-		-
Library Books at Cost	45,388		45,388	
Less: Depreciation for year	<u>4,538</u>		<u>-</u>	45,388
		<u>40,850</u>		<u>45,618</u>
		41,055		
Current Assets				
Stock	575		1,150	
Sundry Debtors	1,637		2,047	
Prepayments	3,178		3,639	
Cash at Bank	<u>107,473</u>		<u>111,880</u>	
	<u>112,863</u>		<u>118,716</u>	
Current Liabilities				
Subscriptions Received in Advance	4,989		6,481	
Accruals	<u>1,982</u>		<u>1,248</u>	
	<u>6,971</u>		<u>7,729</u>	
Net Current Assets		105,892		110,987
TOTAL ASSETS		<u>146,947</u>		<u>156,605</u>
Financed by:				
Society Funds				
Balance at 1st July 2023		156,605		166,024
(Deficit)/Surplus for year		<u>(9,658)</u>		<u>(9,419)</u>
		<u>146,947</u>		<u>156,605</u>

THE FAMILY HISTORY SOCIETY OF CHESHIRE

CONSOLIDATED ACCOUNTS FOR THE YEAR ENDED 30TH JUNE 2024

STATEMENT OF INCOME & EXPENDITURE

	2024	2023
	£	£
INCOME		
Subscriptions (This year only)	22,538	22,469
Interest on Deposits	3,822	1,372
Book Sales	326	321
CD Sales	89	136
Advertising	-	14
Research Rooms - Mobberley	1,300	1,110
Royalties	678	791
Donations	1,236	1,021
Other Income	547	763
Door Money	3,635	2,567
Website Income	1,620	1,178
Total Income for year	<u>35,791</u>	<u>31,742</u>
EXPENDITURE		
Magazine Printing	4,200	5,973
Magazine Postage	4,338	5,030
Insurance & FFHS Subscription	1,373	1,588
Subscriptions	262	240
Book Purchases for Resale	250	500
CD Purchases for Resale	335	675
Membership Expenses	1,552	1,262
Research Rooms - Mobberley	9,837	10,865
Crewe Research Centre	245	163
Website Expenses	2,174	2,508
Committee Costs	135	-
Room Hire	2,895	3,034
Accountancy Charges	5,020	3,690
Library Expenses	23	37
Other Expenditure	2,233	2,557
Speakers	2,909	2,846
Refreshments	711	418
Donations and Gratuities	20	100
Depreciation	5,338	818
Total Expenditure for the year	<u>43,850</u>	<u>42,304</u>
(Deficit)/Surplus	<u>(8,059)</u>	<u>(10,562)</u>
Exceptional Item		
Historical Asset write off	<u>(48,886)</u>	<u>-</u>
(Deficit) for year	<u>(56,945)</u>	<u>(10,562)</u>

THE FAMILY HISTORY SOCIETY OF CHESHIRE

CONSOLIDATED ACCOUNTS FOR THE YEAR ENDED 30TH JUNE 2024

BALANCE SHEET

	2024	2024	2023	2023
	£	£	£	£
Tangible Fixed Assets				
Equipment at Net Book Value	28,757		27,987	
Additions during year	500		1,313	
	<u>29,257</u>		<u>29,300</u>	
Less: Depreciation for year	530		543	
Historical Asset Value written off	<u>27,527</u>		<u>-</u>	
		1,200		28,757
Furniture & Other Equipment at Net Book Value	4,298		4,488	
Less: Depreciation for year	200		190	
Historical Asset Value written off	<u>3,663</u>		<u>-</u>	
		435		4,298
Microfiche Library at Net Book Value		-		-
Mobberley Leasehold Improvements at Net Book Value		-		-
Library Books at Cost at Net Book Value	64,644		64,729	
Less: Depreciation for year	4,608		85	
Historical Asset Value written off	<u>17,696</u>		<u>-</u>	
		42,340		64,644
		<u>43,975</u>		<u>97,699</u>
Current Assets				
Stock	575		1,150	
Sundry Debtor	1,637		2,047	
Prepayments	3,178		3,639	
Cash at Bank	156,277		158,732	
Cash in Hand	828		906	
	<u>162,495</u>		<u>166,474</u>	
Current Liabilities				
Subscriptions Received in Advance	4,989		6,481	
Accruals	1,982		1,248	
	<u>6,971</u>		<u>7,729</u>	
Net Current Assets		155,524		158,745
TOTAL ASSETS		<u>199,499</u>		<u>256,444</u>
Financed by:				
Group Funds				
Balance at 1st July 2023	256,444		267,006	
(Deficit)/Surplus for year	<u>(56,945)</u>		<u>(10,562)</u>	
		199,499		256,444
		<u>199,499</u>		<u>256,444</u>

THE FAMILY HISTORY SOCIETY OF CHESHIRE

INDEPENDENT EXAMINER'S REPORT TO THE MANAGING COMMITTEE

We report on the accounts of The Family History Society of Cheshire for the year ended 30th June 2024

Respective responsibilities of the Managing Committee and Examiner

As the association's Managing Committee, you are responsible for the preparation of the accounts; you consider that an audit is not required under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

It is our responsibility to:

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

Basis of Independent Examiner's Report

Our examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Association 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 you as trustees concerning 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 our examination, no matter has come to our attention:

- (1) which gives us reasonable cause to believe that in any material respect, the requirements:
 - * to keep accounting records (in accordance with section 130 of the 2011 Act); and
 - * to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
- (2) to which, in our opinion, attention should have been drawn in order to enable a proper understanding of the accounts to be reached.

Bright Partnership Limited

**Bright Partnership Limited
Chartered Accountants**

**1 Park Street
Macclesfield
Cheshire
SK11 6SR**

16th October 2024

THE FAMILY HISTORY SOCIETY OF CHESHIRE

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Chartered Accountants

1 Park Street
Macclesfield
Cheshire
SK11 6SR

16th October 2024
