

# Leicestershire and Rutland Family History Society



## Financial Statements For the Year Ended 31 December 2024

# Leicestershire and Rutland Family History Society

## Reference and administration details

Reg charity number: 518870

Principal address: The Rutland Suite  
7-9 Every Street  
Leicester  
LE1 6AG

Website: <http://www.lrfhs.org.uk>

Contact: chairman@lrfhs.org.uk  
secretary@lrfhs.org.uk

Trustees:

J Lovett	Chairman	Appointed 22 June 2024
K Brown	Vice Chairman	Appointed 22 June 2024
S Wyllie	Treasurer	Appointed 22 June 2024
S Barker	Secretary	Appointed 22 June 2024
S Lester	Publicity Officer	Appointed 22 June 2024
I Phillpott	Editor	Appointed 22 June 2024
S Murphy	Volunteers	Appointed 22 June 2024
M Battell	Memberships	Appointed 22 June 2024
L Tyrell	Committee Member	Appointed 22 June 2024

Governing document: Constitution adopted in 1998 revised in 2002, 2005, 2019 and 2022

Bank: Nat West Bank  
7 Hinckley Road  
Leicester  
LE3 0TQ

Independent examiners: Mrs Sarah Smith MSc. BSc. FCCA. FCIE. mNAVP.  
TSA (Oakham) Ltd  
Temple House  
8 Main Street  
Cold Overton  
Leicestershire  
LE15 7QA

# Leicestershire and Rutland Family History Society

## Independent Examiners report to the Trustees of Leicestershire and Rutland Family History Society

I report on the accounts of the charity for the year ended 31 December 2024, which are set out on the attached pages.

### **Respective responsibilities of Trustee and Examiner.**

As the charity's trustees you are responsible for the preparation of the accounts; you consider the audit requirement of s144 (2) of the Charities Act 2011 (the 2011 Act) does not apply, and that an independent examination is needed.

It is my responsibility to examine the accounts under s 145 of the 2011 Act; to follow the procedures laid down in the General Directions given by the Charity Commission under s145(5)(b) of the 2011 Act; and to state whether particular matters have come to my attention.

### **Basis of independent examiners report.**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners.

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 the seeking of explanations from you as trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in 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 examiners statement.**

In connection with 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 s130 of the 2011 Act; and

\* to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act have not been met.

(2) There are no other matters to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

## Sarah Smith

Mrs Sarah Smith MSc BSc FCCA FCIE  
TSA (Oakham) Ltd  
Temple House  
8 Main Street  
Cold Overton  
Leicestershire  
LE15 7QA

Date: 23 May 2025

# **Leicestershire and Rutland Family History Society**

## **Trustees' annual report for the year ended 31 December 2024**

The trustees present their report with the financial statements of the charity for the year ended 31 December 2024. The financial statements have been prepared in accordance with accounting policies as set out by charity law and are based on a receipts and payments format adopted by the committee on 6 December 2016. The report includes the information given on the reference and administration page (see page 2).

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### Governing document

The Leicestershire and Rutland Family History Society is controlled by its governing document which was adopted on 20 November 1985 with its various revisions. The latest version of the Constitution is dated 12 August 1998 with amendments in 2002, 2005, 2019 and 2022 and constitutes an unincorporated charity. The elected Executive Committee Officers and Executive Committee Members during the year were the trustees.

#### Recruitment and appointment of new trustees

Under the requirements of the Society's constitution, new trustees are elected annually at the AGM. A retiring member of the Executive Committee is eligible for re-election.

#### Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

### **OBJECTIVES AND ACTIVITIES**

#### Objectives and aims

The objectives of the Society, as stated in its constitution, are:

- 1) To promote and encourage the public study of family history, genealogy, heraldry and local history, with particular reference to the historical counties of Leicestershire and Rutland
- 2) To promote the preservation, security and accessibility of archival material.

The family history Research Centre is staffed by volunteers who provide help and advice to members and non-members who wish to trace their family histories. The Research Centre provides access to a number of family history records, internet access and other computer-based records, and also houses a library. Similar services, but on a smaller scale, are provided by the local branches.

Journals are sent to members on a quarterly basis and these provide information, education and help for family history researchers.

#### Public benefit

The trustees have reviewed the outcomes, achievements of the objectives and activities for the year to ensure they remain focused on the Society's aims and continue to deliver benefits to the public.

The trustees are satisfied that the charity's activities provide a wide public benefit.

### **ACHIEVEMENT AND PERFORMANCE**

#### Membership

Membership of the Society has stabilised, but not increased, in the last two years in line with other societies. Family history societies have had to face the continuing challenge of the popularity of research on the internet and the likelihood of a decline in membership. Our Society continues its efforts to attract and retain members by offering services, Zoom lectures, open days and facilities best obtained through membership and by encouraging activities in the Society's affairs. Our 50<sup>th</sup> Anniversary celebrations widened the profile of the Society and has brought in new members.

# **Leicestershire and Rutland Family History Society**

## **Trustees' annual report for the year ended 31 December 2024**

### **(continued)**

#### Research Centre

The Research Centre is located at 7-9 Every Street, Leicester which is rented from Leicester City Council. Our Research Centre is now available to all our members on a weekly basis. Our volunteers are available to assist our members and visitors with their research on four days each week.

The Research Centre services continue to be supported by our researchers who have been providing help to our members and members of the public during this time. The Society has continued to benefit from the work of those dedicated members who have extracted and transcribed records which are made available through its publications, memory sticks, online sales and CDs.

The trustees would like to express their thanks to those members volunteering to undertake numerous tasks to maintain the work of the Society, particularly those duty volunteers whose expertise greatly assists visitors.

Audits of stock are carried out each year in the Research Centre library. Appropriate members contributions are accepted but many of the older publications have been sold off through the Research Centre and by branches.

News, activities and events are publicised through our social media pages and a monthly Newsletter to our online members. Volunteers carry out a large amount of research for Society members, something particularly welcomed by overseas and out of county members. This has continued throughout the year.

#### The Journal

The Society's quarterly journal remains a key benefit to members, providing interesting and instructive articles on family and local history. It also provides a forum for correspondence and interaction between members through its 'Mailbox' feature.

#### Genealogical projects

The Society's ongoing work to produce new genealogical sources continues and these datasets are a valuable resource for our members and the public through our social media platforms.

#### Branches

The Society has a network of branches whose members provide extensive programmes namely Hinckley, Leicester, Loughborough (which closed in the current year), Market Harborough and Rutland. Local meetings cover a wide range of subjects on many aspects of family and local history.

The branches were able to provide regular activities and the Society has also utilised Zoom in the winter months to attract a wider audience and these have proven very popular for members and non-members and has also been a source of new members.

#### **50<sup>th</sup> ANNIVERSARY OF THE SOCIETY**

September 2024 was the 50<sup>th</sup> anniversary of the Society and this important milestone was celebrated with a number of activities during the second half of the year. These included the publication of a special colour Golden Jubilee journal, a full day family history fair, an exhibition funded by a grant from the Leicestershire Archaeological and Historical Society (LAHS) telling members' ancestral stories and a Zoom talk on DNA by Professor Turi King.

# Leicestershire and Rutland Family History Society

## Trustees' annual report for the year ended 31 December 2024 (continued)

### FINANCIAL REVIEW

The charity made a small deficit in the year, £890 compared to a small surplus the previous year £586. This is due to the 50<sup>th</sup> anniversary costs which were largely met out of reserves. Net unrestricted fund costs borne were £3,110.

#### Reserves policy

In 2024 the trustees have made economies wherever possible without reducing the service to the Society members, and have sought to increase income by giving priority to recruiting new members and promoting sales of publications, Datasets, memory sticks and online sales. The Society is currently in dispute with our landlord regarding payment of our service charges as required under the lease. The current charges shown on the Statement of Assets and Liabilities reflect the full invoiced costs still payable of £13,270 to the Landlord but all of these costs continue to be disputed. Any amounts paid will directly impact on our Receipts and Payments for the 2025 year.

During the year ended 31 December 2024, the membership numbers have stabilised which is encouraging for the future of the Society. (2024: average 988, 2023: average 977) The achievement of an overall increase in membership, given the current climate for organisations such as ours, is very encouraging thanks to the hard work of the Committee.

The Society's policy on reserves is to maintain these at a level equal to between 12 and 18 months of outgoings for the following potential purposes:

- 1) To cover obligations to pay future rent of the Research Centre in the event of a fall in normal revenue income or a possible increase in rent and service charges by Leicester City Council.
- 2) To buy research material which may become available from time to time
- 3) To renew and to buy further equipment and Family History resources for the Research Centre to assist research and education

The Society maintains one current bank account, a deposit account and a PayPal account. The major cash reserves are in a NatWest reserve account to maximise any income potential not realised in other accounts. The committee will continue to keep income and expenditure under review during the coming year and are satisfied that the membership numbers and reserves will ensure that creditors can be paid when due, in full and for at least 12 months from the balance sheet signature date.

The trustees declare that they have approved the Trustees' Report above.

Signed on behalf of the charity's trustees:

**John Lovett**

Mr J Lovett                      Chairman

**Susan Wyllie**

Mrs S V Wyllie                Treasurer

Date: 20 March 2025

# Leicestershire and Rutland Family History Society

## Receipts and payments accounts

### for the period 1 January 2024 to 31 December 2024

	NOTES	UNRESTRICTED FUNDS	RESTRICTED FUNDS	TOTAL 2024	TOTAL 2023
		£	£	£	£
<b>Receipts</b>					
Donations and legacies	2	21,567		21,567	21,889
Sales and other fundraising	3	4,910		4,910	3,320
50th Anniversary Income	6	570	707	1,277	0
Investment income		689		689	575
<b>Total Receipts</b>		<b>27,736</b>	<b>707</b>	<b>28,443</b>	<b>25,784</b>
<b>Payments</b>					
<i>Sales and other fundraising</i>					
Cost of goods purchased		272		272	374
<i>Direct charitable costs</i>					
Rent		2,790		2,790	4,650
Rates and service charges		112		112	457
Office telephone and broadband		467		467	421
Journal		11,603		11,603	8,567
Office equipment maintenance and renewal		849		849	1,278
				2,53	
Branch costs	4	2,534		4	2,905
Subscriptions		3,638		3,638	3,628
Zoom lectures		374		374	364
PayPal charges		236		236	312
<i>Support Costs</i>					
Insurance, postage and stationery		1,160		1,160	892
Independent Examination	5	558		558	528
Miscellaneous		318		318	375
AGM		35		35	447
50th Anniversary Costs	6	3,680	707	4,387	0
<b>Total Payments</b>		<b>28,626</b>	<b>707</b>	<b>29,333</b>	<b>25,198</b>
<b>Net Receipts/ Payments</b>		<b>-890</b>	<b>0</b>	<b>-890</b>	<b>586</b>
Bank and cash funds brought forward		51,224	0	51,224	50,638
Bank and cash funds carried forward		50,334	0	50,334	51,224

# Leicestershire and Rutland Family History Society

## Statement of assets and liabilities at 31 December 2024

	2024	2023
	£	£
<b>Tangible Assets</b>		
Library fixtures and fittings inc. computer equipment at historical cost **	5,000	5,000
	<b>5,000</b>	<b>5,000</b>
<b>Cash and Bank Deposits</b>		
Bank accounts	50,120	50,939
Cash	214	285
	<b>50,334</b>	<b>51,224</b>
<b>Other Current Assets</b>		
Stock	1,130	1,101
Debtors/Pre-payments	1,298	2,272
Gift Aid receivable	1,199	1,255
	<b>3,627</b>	<b>4,628</b>
<b>TOTAL ASSETS</b>	<b>58,961</b>	<b>60,852</b>
** Estimated historical cost of assets retained		
<b>Liabilities</b>		
Independent Examination	590	558
Rent and service charges	13,344	7,827
December 2024 journal	3,279	3,600
Committee expenses	131	44
	<b>17,344</b>	<b>12,029</b>
Members subscriptions paid in advance	<b>6,675</b>	<b>7,450</b>
<b>TOTAL LIABILITIES</b>	<b>24,019</b>	<b>19,479</b>

Note\* The service charges cover 2022 to 2024 financial years. We are still in dispute over the costs basis of all invoices raised, currently £13,270, by our landlord during this time.

Approved by the trustees and signed on their behalf by

Signed **Susan Wyllie**

Name Mrs S V Wyllie Treasurer

Date 20 March 2025

# Leicestershire and Rutland Family History Society

## Notes to the accounts for the year ended 31 December 2024

### 1 Accounting policies

a) These accounts have been prepared on a receipts and payments basis in accordance with the Charities Act 2011, and as adopted by trustees on 6 December 2016.

b) Fund Accounting

Unrestricted Funds can be used in accordance with the charitable objects at the discretion of the trustees.

Restricted funds arise when the use of a donation or legacy is stipulated by the donor or funds are raised for a specific purpose. All restricted funds are used within the objects of the charity.

	£ 2024	£ 2023
<b>2</b>		
<b><u>Donations and Legacies</u></b>		
Subscriptions	17,659	17,892
Gift Aid	2,774	2,594
Donations	1,134	1,403
	<u>21,567</u>	<u>21,889</u>

	£ 2024	£ 2023
<b>3</b>		
<b><u>Sales and other fundraising</u></b>		
Sales (books, CD's, Memory Sticks, downloads)	2,105	2,087
Visitors fees	961	182
FindMyPast commission	458	645
Miscellaneous income	1,386	406
	<u>4,910</u>	<u>3,320</u>

### 4 Meetings and branch costs

A breakdown of the costs for the meetings and events at Leicester, Market Harborough, Loughborough, Hinckley and Oakham are as follows:

	£ 2024	£ 2023
Speaker expenses	1,455	1,830
Room hire	1,079	1,075
	<u>2,534</u>	<u>2,905</u>

Group meetings raised £890 from visitors' fees and refreshments which are included in donations on page 7.

### 5 Accountancy and Independent Examination

	£ 2024	£ 2023
The liability stated on page 8 for 2024 as follows:		
Independent Examination	590	558

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590

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558

## Leicestershire and Rutland Family History Society

### Notes to the accounts for the year ended 31 December 2024 (continued)

#### 6 Restricted Funds

	£ 2024 LAHS
Funds received in the year	707
Expenditure – printing and stationery	<u>707</u>
	<u>0</u>

Leicestershire Archaeology and Historical Society (LAHS) provided funding for an exhibition to promote the 50th Anniversary of the Society. The funds were used to produce an exhibition of members' ancestral stories.

#### 7 Payments to trustees

Out of pocket expenses of £1,814 (2023 £1,069), 3 trustees were refunded for postage, stationery, memory sticks, Zoom meetings and 50<sup>th</sup> Anniversary costs paid on behalf of the charity.

In addition, one trustee was paid parking and transport expenses totalling £52 in the year.

There are no other related party transactions and no other remuneration was paid to the trustees.