

East Ayrshire Family History Society
Trustees Annual Report for the period 1st January 2020 to 31st December 2020

REFERENCE AND ADMINISTRATION DETAILS

Charity name	East Ayrshire Family History Society
Registered charity number	SC029609
Charity's principal address	c/o The Dick Institute, Elmbank Avenue, Kilmarnock, KA1 3BU

On the date of the approval of the 2020 Report and Accounts there were nine trustees

STRUCTURE, GOVERNMENT AND MANAGEMENT

Type of governing document

The Society is a charitable unincorporated association and the aims and administration arrangements are set out in the constitution.

Trustee recruitment and appointment

The affairs of the Society are managed by a Committee of up to twelve trustees. The constitution requires that the members of committee are appointed or reappointed at the Annual General Meeting. Between general meetings, if the number of trustees is below twelve, the committee have powers to co-opt a trustee or trustees to serve until the next Annual General Meeting.

OBJECTIVES AND ACTIVITIES

Charitable purposes

The charitable purposes of the Society are the advancement of education and the advancement of heritage, culture and the arts. The Society aims to promote the study of Family History in the area and to assist with research.

Summary of the main activities in relation to these objects

The Society publishes a Journal in April and August and a Bulletin in December which are sent to all members.

Volunteers do their best to help members with their research and to direct non-members to sources of information. Local members are encouraged to come to the afternoon Workshops. Distant members are given assistance by passing on information from local resources. Enquiries can also be sent by email or posted on the online Members Forum. Meetings of the Society, which visitors are welcome to attend, are held on the second Thursday evening of the month from January to May and from September to December.

ACHIEVEMENT AND PERFORMANCE

Summary of the main achievements of the charity during the financial period

Monthly meetings

Only three evening meetings were able to be held before the Covid-19 restrictions came into force.

On 9th January we held a Members Evening when three members gave mini-talks. Our first speaker is a supporter of Auchinleck Talbot Football Club and had done a lot of research into the **Talbot Family** and their links to the local community. He gave an interesting talk on the Talbot connection to the football club.

Our Chairman then described a new book which was published by the Scottish Records Society in 2019 and is in our library. The title is **Galston Kirk Session Register - Baptisms, Marriages, Poor's Accounts 1568-1595**. Most of the entries are baptism records for the years 1568 to 1576. The records were transcribed and put together by Margaret Sanderson with a detailed introduction. Parish registers from before 1600 are comparatively rare in Scotland and this book covers not only Galston Parish but also a few entries from the neighbouring parishes of Loudoun, Riccarton and Mauchline. Commenting on the birth records, the speaker highlighted that although Old Parish Records on the ScotlandsPeople website date back to December 1553 for Errol in Perthshire, the earliest for Ayrshire are for Kirkmichael in 1638, Galston it was 1670 and Loudoun in 1673. This book demonstrates that many more unpublished records may still be out there.

Our third speaker has the interesting hobby of Photography. He had compiled a very amusing presentation on unusual "Signs" on roads, shop windows etc. Some of the signs had wrong spelling or meanings that could be misinterpreted. This rounded off a very enjoyable evening

On 13th February the Head Tour Guide from Dumfries House gave an interesting presentation titled "**Dumfries House and its Wider Developments**." The slideshow started with pictures of the inside of Dumfries House and all the improvements that had taken place before moving on to the gardens and workshops. There are training facilities available for apprenticeships in various trades including cooking, carpentry and stone masonry. Dumfries House is a main visitor attraction and with the jobs created for the area, has proved to be a great asset to Ayrshire.

We were fortunate in being able to host the **Annual Joint Meeting** on 12th March. Visitors from the Troon and North Ayrshire family history societies joined us for a presentation by the owner of "**Living History Scotland**", an Ayrshire company that specialises in authentic costumed interpretation and re-enactments. Most days throughout the year the enactors are based at Stirling Castle. The speaker gave an enthusiastic talk about various costumes and weapons and demonstrated their use, along with two willing volunteers. It was a very successful and enjoyable evening.

Workshops

Workshops are usually held regularly on Thursday afternoons, except when there is an evening meeting. Members have the opportunity to speak about their particular interests and research, to use the Society's resources and to socialise. This year workshops were only able to be held from mid-January to early March.

Postponement of the Annual General Meeting

Due to the Covid-19 restrictions the 2020 AGM could not be held in May. A provisional date in September was then set but continuing restrictions did not allow the meeting to take place. Subsequently arrangements were made to hold the AGM online on 1st October. Documents and a link to the meeting were emailed to those members who had submitted their names in advance.

Outing

Arrangements had been made for a conducted tour of Dumfries House on Thursday 11th June and afternoon tea in the library there but this had to be cancelled.

Projects

The transcription of some historical Kilmarnock Academy Admission Registers remains ongoing.

Meetings and events attended by representatives of the Society during the year

Take A Bow Opportunity Centre Users' Group meeting on 18th February
and online the SAFHS AGM and Council Meeting (postponed from 14th March) held on 3rd October

FINANCIAL REVIEW

Brief statement of the charity's policy on reserves

The Trustees review on a monthly basis the bank balance, receipts and payments and are aware of financial commitments such as room hire. It is policy to hold at least a year's operating costs in reserve in general funds. Additional reserves allow expenditure on special items, events or projects to be considered.

Details of any deficit

There was a deficit of £14 for the year 2020. Considering the exceptional circumstances during the year, this outcome is much better than anticipated.

Donated facilities and services (if any)

The evening meetings in January and February were held in the Daniel Coffey Suite, a community room in the North West Centre, Western Road, Kilmarnock.

The charity benefits greatly from the voluntary services of its trustees in enabling it to provide services and maximise its charitable purposes.

OTHER OPTIONAL INFORMATION

Membership

Total membership at 31st Dec 2020 was 126 (compared with 133 in 2019). By category the numbers are:-

- UK & Europe Postal Members = 74
- Overseas Postal Members = 9
- e-Members = 38
- Additional Family Members = 4
- Life Member = 1

105 of our members are in the UK, the remainder being in Australia, New Zealand, Europe or North America.

Website

The Society website www.eastayrshirefhs.co.uk provides facilities for registered users to obtain or renew membership of the Society. The website also permits any internet user to purchase publications from the extensive range in the website shop. Both of these facilities are of particular benefit and convenience to those who are geographically distant from our base in Kilmarnock and have been invaluable to all of our members during the Covid-19 restrictions. Because of this our membership numbers and publications sales have not suffered as badly as we feared they might have done.

In addition, registered users have online access to all back issues of our Bulletins and Journals and can participate in a discussion forum.

Links with other societies

The Society is a member of the Scottish Association of Family History Societies [SAFHS] and is represented at their AGM and Council meetings.

The Ayrshire family history societies hold an annual joint meeting to hear a talk and to exchange information.

The Society is a member of the Ayrshire Federation of Historical Societies [AFHS] and usually sends representatives to their AGM and to the 'Swap Shop' meeting.

The Society has a good relationship with Kilmarnock and District History Group [KDHG] and with Cumnock History Group [CHG].

Approved by the Trustees and signed on their behalf

Date of approval 4/3/21

signed by the Chairman

Statement of Receipts and Payments
for the year 1st January 2020 to 31st December 2020

Receipts	2020	2019
	to nearest £	to nearest £
Donations and refunds	72	16
Trading receipts	85	474
Receipts from other charitable activities	1702	2553
Grants	0	1170
Other monies received	43	100
Total receipts to nearest £	£1902	£4313
Payments	2020	2019
	to nearest £	to nearest £
Trading payments	0	312
Payments relating directly to charitable activities	1759	2647
Purchases of assets	47	322
Donations and refunds	0	0
Governance costs: independent examination	55	55
Other payments	55	107
Total payments to nearest £	£1916	£3444
Surplus/deficit for year	- £14	£869
Gross Income	£1902	£4313

All funds are unrestricted

Please see the Notes to the Accounts on page 6
and the Additional Analysis and notes on page 7

Statement of Balances at 31st December 2020

Bank balances and cash in hand

	2020	2019
	£	£
Opening balance	15740.40	14,871.11
Surplus / deficit for year	- 14.25	869.29
Closing balance	£15,726.15	£15,740.40

Funds

In Bank of Scotland account	15,667.46	15,826.58
In PayPal account	16.19	18.82
Cash in hand	42.50	0.00
less uncleared cheques	- 0.00	- 105.00
Total Reserves	£15,726.15	£15,740.40

ALL FUNDS ARE UNRESTRICTED

Liabilities (to be met from general funds)

Amounts (to nearest £)	£0	£25
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Assets (estimated value, to nearest £)

Computers, printers and other equipment

Amount brought forward	745	600	
less 25% depreciation	<u>-186</u>	<u>- 150</u>	
	559	450	
plus additional items	<u>29</u>	<u>295</u>	
	588	745	

Cupboards etc and display stands

Amount brought forward	269	286	
less 10% depreciation	<u>- 27</u>	<u>- 29</u>	
	242	257	
plus additional items	<u>18</u>	<u>12</u>	
	260	269	

Research resources – books, discs & fiche

Amount brought forward	478	514	
less 10% depreciation	<u>- 48</u>	<u>- 51</u>	
	430	463	
less sale of old stock	- 43	n/a	
plus additional items	<u>0</u>	<u>15</u>	
	387	478	

Stock - publications for sale and materials

	316	368	
Total	£1551	£1860	

Approved by the Trustees and signed on their behalf

Date of Approval 4/3/21

signed by the Chairman and the Treasurer

Notes to the Accounts

Nature and purpose of funds

Funds are held in a Bank of Scotland account. The Society also has a PayPal account so that income from membership subscriptions and publications can be received online and then transferred.

The purposes of the funds are –

- to cover routine operating costs;
- to allow for the purchase of new equipment as and when deemed necessary;
- to fund extraordinary payments for the production of publications and for special events such as open days;
- to hold funds in reserve.

Trustee remuneration

No remuneration was paid to any of the trustees.

Trustee expenses - reimbursements

Trustees were reimbursed, as shown below, for purchases made on behalf of the Society -

- (1) for postage of a welcome pack to a new member in Australia;
- (2) for the purchase of stationery items;
- (3) for online payment from a personal bank account to Media Hosting Press who host the EAFHS website;
- (4) for the purchase of equipment - a folding trolley with lid and a cover for the amplifier;
- (5) for catering costs for the Joint Meeting hosted by EAFHS;
- (6) for travel expenses to represent EAFHS at a TAB User Group meeting

Categories	Number of trustees	Total in £
Postage	1	4.25
Stationery	2	30.82
Annual fee for Webhosting	1	60.00
Equipment	2	47.00
Catering for joint meeting	1	49.50
Travel expenses	1	5.75
Total of reimbursements to 6 trustees		£197.32

Additional analysis

	2020 to nearest £	2019 to nearest £
RECEIPTS		
Donations & Refunds		
Donations	27	16
Refunds	45	0
Total	72	16
Trading receipts		
Sales of Publications	52	474
Royalties from Find My Past	33	n/a
ScotlandsPeople Credits	0	0
Total	85	474
Receipts from other charitable activities		
Membership subscriptions	1468	1609
Money paid by members at workshops	234	944
Total	1702	2553
Other monies received		
From the sale of EAFHS library books	43	n/a
From SAFHS towards attendance at conference	n/a	100
Total	43	100
PAYMENTS		
Trading payments		
Materials for publications	0	292
ScotlandsPeople credits	0	20
Total	0	312
Payments relating directly to other charitable activities		
Room hire	423	1146
Speakers	30	175
Postage	439	390
Printing	417	405
Mobile broadband fees	253	292
Stationery	77	29
Other operating costs	120	210
Total	1759	2647
Purchases of assets		
Equipment	47	307
Library Books & Discs	0	15
Total	47	322

Please note the following:

RECEIPTS

Money from Workshops As well as paying their annual subscription, members paid £2 at each workshop. This raised £234 from the 7 workshops able to be held in 2020. The 2019 amount was from payments at 26 workshops.

PAYMENTS

Other Operating Costs The £120 consists of two payments of £60 to Media Hosting Press for webhosting, the fee for 2020 being paid in January 2020 and that for 2021 being paid in December 2020. The higher figure in 2019 included subscriptions to AFHS and SAFHS, which did not fall due in 2020, and payments for taking part in family history fairs