

East Ayrshire Family History Society
Trustees Annual Report for the period 1st January 2022 to 31st December 2022

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

Charity trustees on date of approval of Trustees' Annual Report

There were eight charity trustees on 30th March 2023, the date of approval of the Trustees Annual Report. One other trustee served until 12th May 2022.

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. Distant members are given assistance by passing on information from local resources. Most enquiries are sent in by email.

Local members are encouraged to come to the weekly workshops and monthly talks on Thursday afternoons. Visitors are welcome to attend the talks which are held on the second Thursday of the months January to May and September to December.

ACHIEVEMENT AND PERFORMANCE

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

Workshops

At the workshops on Thursday afternoons members have the opportunity to carry out research, to speak about their particular interests and to socialise.

Talks

During the year, talks have been given as follows:

MONTH	SUBJECT
January	Family History in Photographs
February	Members Meeting - readings and short talks
March	Commonwealth War Graves
April	Local History
May	War Graves - a postscript
September	An Adventure in Postcards
October	Mauchline Ware
November	1970s Kilmarnock
December	Members Christmas Social

Annual General Meeting

This year the Annual General Meeting of the Society was able to return to its usual month of May. 18 members attended the AGM on 12 May 2022 and there were apologies for absence from 4 members.

Committee Meetings

Committee meetings were held monthly in Take A Bow Opportunity Centre from January to May and from September to November. A short additional meeting was held in July when committee members prepared the August Journal for posting.

Projects

The transcription of some historical Kilmarnock Academy Admission Registers remains to be completed.

Meetings and events attended by representatives of the Society during 2022

SAFHS AGM and Council Meetings held online on Saturday 12 March and Saturday 8 October

SAFHS Conference held online on Saturday 9 April

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

The deficit of £1234 for the year was not unexpected and the trustees consider it reasonable in the circumstances. A substantial amount was spent on room hire and there were higher printing costs this year.

Donated facilities and services (if any)

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

OPTIONAL INFORMATION

Membership

Total membership at 31st Dec 2022 was 112 (compared with 131 in 2021). By category the numbers are:

- UK & Europe Postal Members = 59
- Overseas Postal Members = 6
- e-Members = 42
- Additional Family Members = 4
- Life Member = 1

Although the majority of our members are in the UK, we have members in Europe, Australia, New Zealand, USA and Canada.

Website

The Society website www.eastayrshirefhs.co.uk provides facilities for registered users to obtain or renew membership of the Society. In addition, they have online access to all back issues of our Bulletins and Journals and can participate in a discussion forum. The website also permits any internet user to purchase publications from the extensive range in the website shop. These facilities are of particular benefit to those who are geographically distant from our base in Kilmarnock.

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 Society is a member of the Ayrshire Federation of Historical Societies [AFHS].

The Society has a good relationship with family history societies and history groups in the area, namely North Ayrshire FHS, Troon@Ayrshire FHS, Kilmarnock & District History Group and Cumnock History Group.

Approved by the Trustees and signed on their behalf

Date of approval 30th March 2023

Signed by the Chairman

Statement of Receipts and Payments
for the year 1st January 2022 to 31st December 2022

Receipts	2022	2021
	to nearest £	to nearest £
Donations and refunds	4	0
Trading receipts	217	290
Receipts from other charitable activities	2556	1904
Grants	0	0
Other monies received	0	7
Total receipts to nearest £	£2777	£2201
Payments	2022	2021
	to nearest £	to nearest £
Trading payments	0	113
Payments relating directly to charitable activities	2983	1795
Purchases of assets	792	0
Refunds and donations	87	25
Governance costs: independent examination	0	0
Other payments	149	0
Total payments to nearest £	£4011	£1933
Surplus/deficit for year	- £1234	£268
Gross Income	£2777	£2201

All funds are unrestricted

Please see:

page 5	for Additional Analysis
page 6	for the Statement of Balances
and page 7	for Notes to the Accounts

Additional Analysis

	2022 to nearest £	2021 to nearest £
RECEIPTS		
Trading receipts		
Sales of Publications	104	102
Royalties from FindMyPast	112	188
ScotlandsPeople Credits and printer use	1	0
Total	217	290
Receipts from other charitable activities		
Membership subscriptions	1468	1545
Money paid by members at meetings	1088	359
Total	2556	1904
PAYMENTS		
Trading payments		
Materials for publications	0	73
ScotlandsPeople credits	0	40
Total	0	113
Payments relating directly to other charitable activities		
Room hire	1659	645
Speakers	175	70
Postage	396	391
Printing of magazines	567	420
Stationery	21	38
Other operating costs	165	231
Total	2983	1795
Purchases of equipment	766	0
Other payments	149	0

Please note the following:

RECEIPTS

FindMyPast Royalties

The 2021 figure includes £46 from 2020.

£23 from 2021 is included in the 2022 figure; the remainder is for the period January to August.

£52 is due for September to December 2022 and will be claimed in 2023.

Money paid by members at meetings

The 2021 amount was for the 13 weekly meetings from September to December.

The 2022 figure is for 38 meetings.

PAYMENTS

Other operating costs

The £165 includes £82 for catering and £75 membership fees to SAFHS and AFHS.

Equipment

The £766 includes £499 for the purchase of an Acer laptop computer and £225 for an Epson Printer.

Other payments

The £149 includes £65 for printing of a special calendar and £60 for an advert in Family Tree Directory.

Statement of Balances at 31st December 2022**Bank balances and cash in hand**

	2022	2021
	£	£
Opening balance	15,994.36	15,726.15
Uncleared cheques	58.18	0.00
Surplus / deficit for year	- 1234.08	268.21
Closing balance	£14,818.46	£15,994.36

Funds

In Bank of Scotland account	14,775.34	15,958.58
In PayPal account	43.12	35.28
Cash in hand	0.00	0.00
Total Reserves	£14,818.46	£15,994.36

All funds are unrestricted

LiabilitiesAmounts (to nearest £) **£0** **£0****Assets** (estimated value, to nearest £)

Computers, printers and other equipment

Amount brought forward	441	588		
less 25% depreciation	<u>-110</u>	<u>- 147</u>		
	331		441	
plus additional items	<u>724</u>		<u>0</u>	
	1055			441

Cupboards etc and display stands

Amount brought forward	234	260		
less 10% depreciation	<u>-23</u>	<u>- 26</u>		
	211		234	
plus additional items	<u>10</u>		<u>0</u>	
	221			234

Research resources – books, discs & fiche

Amount brought forward	348	387		
less 10% depreciation	<u>-35</u>	<u>- 39</u>		
	313		348	
plus additional items	<u>26</u>		<u>0</u>	
	339			348

Stock - publications for sale and materials

183	287
------------	------------

Total	£1798	£1310
--------------	--------------	--------------

Approved by the Trustees and signed on their behalf

Signed by the Chairman and the Treasurer
Date of Approval 30th March 2023

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 posting publications and the purchase of other stamps;
- (2) for the purchase of printer paper and ink;
- (3) for the purchase of storage boxes;
- (4) for purchases of biscuits and soft drinks for weekly meetings.

Categories	Number of trustees	Total in £
Postage	2	25
Stationery	2	22
Equipment – storage boxes	1	10
Catering	1	82
Other – sundries & gratuities	2	32
Total of reimbursements to 4 trustees		£171