



HEREFORD CIVIC SOCIETY (Charity No 503504)

REPORT TO MEMBERS

YEAR ENDED 31st AUGUST 2016

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HEREFORD CIVIC SOCIETY

(Registered Charity No. 503504)

Report of the Trustees for the twelve month period ended 31 August 2016

Reference and Administrative details

Hereford Civic Society, previously named the Hereford Civic Trust was first registered with the Charity Commission on 16 August 1974. The original constitution adopted on 1 September 1973 was subsequently amended, including change of name on 23 October 2002 and incorporate amendments made on 4 June 2003 following receipt of comments from the Charity Commission.

Management of the Hereford Civic Society

The Executive Committee is responsible for the management and administration of the Society and under charity law are the charity's Trustees. The Executive Committee elected annually includes four officers, who in 2014/5 were:

Chairman	John Bothamley
Vice-Chairman	John Faulkner
Membership Secretary	Mo Burns
Treasurer	David Fowler

Nominations for the election of officers need to be made in writing to the Hon Secretary at least 14 days before the AGM, supported by a seconder and the consent of the proposed nominee. Outgoing Officers may be re-elected.

The Executive Committee also includes a minimum of five but no more than 15 other members nominated, seconded and elected at the AGM. The following members were elected to the Executive Committee at the AGM held on 16 October 2014:

Martin Gilleland
Ben Nash

All members of the Executive Committee give of their time freely and receive no remuneration or other financial benefits.

The Executive Committee may co-opt members who shall attend in an advisory and non-voting capacity. In addition the Committee has the power to fill up to 3 casual vacancies occurring between AGMs. Outgoing members of the Executive Committee may be re-elected.

Charity Correspondent

David Fowler, The Stable Cottage, King's Thorn, Herefordshire, HR2 8AJ

Bankers

Lloyds Bank plc 8 High Town, Hereford HR1 2AE

Objects

The Society is established for the public benefit for the following purposes in the area comprising the City of Hereford and its surroundings (the area of "benefit"):

1. To promote high standards of planning and architecture in or affecting the area of benefit
2. To educate the public in the geography, history, natural history and architecture of the area of benefit and give related advice and information
3. To secure the preservation, protection, development and improvement of features of historic or public interest in the area of benefit

and in so doing has the power to promote civic pride; promote/ publish research connected with the society's objects; act as a co-ordinating body who share similar aims; make surveys/ prepare maps, collect information in relation to any place or building of beauty or historic interest.; hold meetings, lectures and exhibitions

Access for all

There are no obstacles preventing the physically impaired from attending the society's meetings or other events. The Kindle Centre has a lift providing step free access to the Society's regular meeting room, there is adequate free parking and is located within 10 minutes walking distance of the City centre.

Achievements and Performance

This has been another successful year with increasing membership and a full programme concluding with a study day to Newtown in Powys.

I am particularly pleased to report that I believe we fully meet our objects.

To promote high standards of planning and architecture in or affecting Hereford.

To educate the public in the geography, history, natural history and architecture of Hereford and give related advice and information.

To secure the preservation, protection, development and improvement of features of historic or public interest in Hereford.

We have accomplished this by holding lectures and visits; publishing our quarterly magazine PLACE and commenting on planning applications.

Our meetings continue to draw a number of visitors and often we inspire them to take out a membership. The larger our membership the more clout we have when representing our views to both the City and County Councils. I am pleased to report that we now have a place on the Hereford City Council Planning Committee; quite rightly non-voting but this gives us a voice and structure to input in a formal way. Several of the committee and another, highly experienced, architect member discuss all controversial applications. But our concerns are often about mundane and yet important details that can easily be overlooked in the rush to peruse multiple applications.

Our present committee have indicated their willingness to stand again, but it would be helpful to have some new members to help with our influential work. This need not be onerous but would be extremely helpful as we strengthen our position as experienced commentators on the built environment.

As we look forward we have another full programme of events including learning from the past and tackling controversial planning applications.

Risk Management

Appropriate insurance cover is in place covering all society activities.

Financial Review

The Society budgeted to "breakeven" in 2015/16 following the implementation of a number of initiatives to correct the deficit of £672 recorded in 2014/15. In the event a small surplus of £83 has been achieved.

Membership increased during the year and all our meetings were better attended, attracting many non-members who's £3 donation offset the increase in fees paid to speakers. Three new advertisers were signed up which had the effect of reducing the net cost of our quarterly magazine, PLACE.

Plans for future periods

We maintain our membership of Civic Voice and have joined the Place Alliance which grew out of the recommendations of the Farrell Review. We continue to lobby for an Urban Room where locals and visitors can contribute to and comment upon Hereford's future plans. It would be good if we can join with other organisations and discussions are on going - nothing yet to show, but we think we are making progress.

There are no plans to increase members' subscriptions. Committee member Ben Nash has assembled a 2016/17 speaker programme which we trust will be found to be of interest to members and non-members alike, meaning that we will see you at more of our meetings on the third Thursday of each month (other than July/ August). We are budgeting something a tad better than "breakeven" in 2016/17 see note 3 of the attached accounts.

We declare, in our capacity of Charity Trustees, that

- i. the Executive Committee have approved the report above; and
- ii. has authorised us to sign it on its behalf

John Bothamley, Chairman
Date: 5th September 2016

John Faulkner, Vice Chairman

HEREFORD CIVIC SOCIETY (CHARITY No 503504)

INCOME and EXPENDITURE ACCOUNT FOR THE FINANCIAL YEAR ENDED 31ST AUGUST 2016

	2016		2015	
	£	£	£	£
Members Subscriptions				
Received from members	1975.00		1808.00	
Income Tax recovery (Gift Aid)	<u>327.25</u>	2302.25	<u>361.50</u>	2169.50
Voluntary Sources				
Donations - General		31.00		345.00
Outings/ Special Meetings (note 3)				
Newtown/ Gregynog Outing - net		40.24		
Hustings meetings - net				-5.17
Income		£2,373.49		£2,509.33
Meeting Expenses				
Room Hire	372.81		415.23	
Speakers fees/ expenses	250.00		61.50	
Meeting Programme leaflet			141.00	
Meeting income visitors/ refreshments	<u>-514.15</u>	108.66	<u>-252.84</u>	364.89
Administration Expenses				
Website	319.51		372.12	
Insurance	251.91		289.86	
Membership of National Organisation	196.00		195.50	
General administrative expense	<u>22.72</u>	790.14	<u>73.95</u>	931.43
Quarterly Newsletter - PLACE				
Printing	2690.15		2630.48	
Postage	243.97		297.52	
Advertising Income	<u>-1542.50</u>	1391.62	<u>-1062.50</u>	1865.50
Other Expenditure				
Donation				20.00
Expenditure		£2,290.42		£3,181.82
Net Surplus/ (Deficit) for the year		£83.07		-£672.49

HEREFORD CIVIC SOCIETY (CHARITY No 503504)

BALANCE SHEET

Statement of Assets and Liabilities at Year End	31st August 2016	31st August 2015
FIXED ASSETS		
TOTAL		-
CURRENT ASSETS		
Lloyds Bank plc - current account	1189.60	673.10
Paypal		
TOTAL	1189.60	673.10
Other monetary Assets:		
Prepaid expenses Insurance	177.15	163.33
Prepaid expenses Civic Voice	134.00	129.00
Prepaid expenses IT	28.62	
HMRC Gift Aid claim		361.50
Debtors - advertising	62.50	62.50
Debtor - Leominster Civic Society		16.87
TOTAL	402.27	733.20
CURRENT LIABILITIES		
PLACE - Advertising income received in advance	480.00	437.50
Members subscriptions in advance	60.00	
TOTAL	540.00	437.50
NET CURRENT ASSETS	1051.87	968.80
NET ASSETS at Year End	£1,051.87	£968.80
 Accumulated Funds		
Balance at beginning of year	£968.80	£1,641.29
Net Surplus/ (Deficit) for year	83.07	-672.49
Balance at end of year	£1,051.87	£968.80
	(31st August 2016)	(31st August 2015)

HEREFORD CIVIC SOCIETY (CHARITY No 503504)

Notes forming part of the financial statements for the year ended 31 August 2016

1. Accounting Policies - Basis of Accounting

The accounts have been prepared on the accruals basis under the historic cost convention. Income and expenditures are recorded in the time period to which they relate and may be different to the time period in which the income is received or the expenditure incurred.

2. Outings/ Special Meetings	2015/6	2014/5
Newtown/ Gregynog Outing: Income	320.00	
Expense	-279.76	
May 2015 General and Local Elections Hustings Meetings:		
Sponsorship		200.00
Hire of Hall/ other expenses		-205.17
NET	£40.24	-£5.17

3. Contingent liabilities

There are no contingent liabilities at 31 August 2016 (prior year - none)

3. Proposed Budget for 2016/7

	2016/7 BUDGET	2015/6 ACTUAL
Members subscriptions	2400.00	2302.00
Voluntary Sources	31.00	31.00
Outings/ Special Meetings		40.00
Income - net	£2,431.00	£2,373.00
Meeting Expenses	250.00	109.00
Administration Expenses	850.00	790.00
Quarterly Newsletter - printing & postage - less advertising income	1300.00	1391.00
Other		
Expenditure - net	£2,400.00	£2,290.00
Net Surplus/ (Deficit)	£31.00	£83.00