

# HEREFORD CIVIC SOCIETY

(Registered Charity No. 503504)

## Report of the Trustees for the twelve month period ended 31 August 2015

### 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	Peter Gwatkin (until 16 October 2014) David Fowler (from 16 October 2014)

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  
Peter Gwatkin (resigned 31 August 2015)  
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 year of frustrating procedures and planning applications with which our members have grappled. The review of the Local Plan by the Planning Inspectorate in February 2015 was a tortuous affair. The web based information was not easy to refer to and the responses and contributions had to be carefully referenced which was not straight forward. Two members spoke at the hearing. HCS is looking forward to the adoption of the plan so that Neighbourhood Plans can be incorporated into the planning process. There is concern that whilst there has been some progress across the county there is no plan for Hereford even in preparation.

We continued to review planning applications, inputting comments when we felt there were serious shortcomings. In particular there were many boring and standard developer style cul de sacs proposed, with little consideration of environmental issues. We remain of the opinion that basic eco measures, such as orientation, are of prime importance together with insulation and respect for the local context. HCS objected to the proposed demolition of the former Boys' Home in Bath Street and are pleased to hear that the proposed Fire Station is now to be located on the new Link Road; our suggestion! We will closely monitor other proposals for the site; one of our members proposed retaining the two or three notable buildings to the front of the site and the construction of mini tower blocks behind. The proposals for the site at Three Elms have been subject to detailed consultation, an approach we heartily support and will continue to monitor its progress through the planning process.

Our monthly meetings were of diverse subjects and have been reported on in our magazine PLACE. In March we held four hustings meetings, generously sponsored, when local and national politicians were quizzed on their politics. The quarterly PLACE regularly stimulates debate and we believe enlivens the discussion of how we might develop into the future in new ways. Our summer edition proposed a new eco city for the entire county including an enlarged Ewyas Harold market town. This intrigued the media with wide coverage including national BBC TV.

There are a number of dedicated members who hand deliver the magazine to addresses in the city - thank you to them and to our new Treasurer who has brought a fresh look to our operation.

## **Risk Management**

A review of the society's insurance arrangements highlighted several shortcomings. At mid-year, a new more broadly based policy was taken out so as to have cover appropriate to the society's activities.

## **Financial Review**

Shortly following the 2014 AGM it became apparent that several items of expense belonging to 2013/4 had not been advised to the retiring Treasurer and therefore omitted from last year's accounts. The prior year figures included with this year's accounts have been amended, with note 2 providing a reconciliation between the original and revised figures.

In 2012 the society opened an account with Paypal. Two members used the facility to pay their annual subs but subsequently the Society experienced problems accessing the account. Monies paid into and accumulated in the account have now been transferred to the society's account at Lloyds Bank. The balance in the Paypal account on 31 August 2015 was nil.

The current year has been a year of transition - the 2014 accounts painted a relatively optimistic financial position - including late costs in the restated figures, a surplus of £390 and funds at year end of £1641.

In the current year, a deficit of £672 has been recorded. The reason for the turn round from surplus to deficit is principally due to the increased net cost borne by members of our quarterly publication PLACE. The move to "full colour" in 2013 increased production costs by £442. Income from advertising fell by £285. A secondary reason is the shortfall between the number of new members joining the Society in 2014/5 and those not renewing their membership - members' subscriptions including Gift Aid recovery fell by £412.

The Executive Committee investigated alternative strategies concerning our newsletter - revert to black/white, fewer issues, a less costly format, reduction in the current print run of 1,000. None of these actions would be necessary were more businesses to advertise. The Executive Committee set a target of signing up three additional businesses (from the present four). We currently have commitments from six companies for the coming year - so just one more to find. If members are aware of a business who might sponsor us in this way, please talk to the Chairman/ a Committee Member or bring your suggestions to the AGM.

## **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. Here we are looking to establish 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.

HCS looks forward to another year of exciting debate and feels there is a positive mood around with new development in prospect at the Buttermarket, proposals for upgrading High Town and the hoped for new university. Let us talk up Hereford – it's a great place to live and visit.

We have no plans to increase members' subscriptions. Committee member Ben Nash has assembled a 2015/6 speaker programme which we trust you will find of interest, meaning that we will see you at more of our meetings on the third Thursday of each month (other than July/ August). A summary of the society's budget for 2015/6 is shown in note 5 of the attached accounts, with an upside potential with that seventh advert.

There is currently no public facing tourist information service in Hereford which can only be detrimental for Hereford City businesses and heritage/cultural attractions. The danger is that they will become less profitable, un-economic, un-noticed or deteriorate through reduced income from both tourists and residents. We are seeking a joined up approach with other interested parties to address this.

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 October 2015

John Faulkner, Vice Chairman

**HEREFORD CIVIC SOCIETY (CHARITY No 503504)**  
**INCOME and EXPENDITURE ACCOUNT**  
**FOR THE FINANCIAL YEAR ENDED 31ST AUGUST 2015**

	<b>2015</b>		<b>2014 (restated)</b>	
	£	£	£	£
<b>Members Subscriptions</b>				
Received from members	1808.00		2130.00	
Income Tax recovery (Gift Aid)	<u>361.50</u>	2169.50	<u>451.00</u>	2581.00
<b>Voluntary Sources</b>				
Donations - General		345.00		178.00
<b>Outings/ Special Meetings (note 3)</b>				
South Wales Outing - net				30.00
Hustings meetings - net		-5.17		
<b>Income - net</b>		<b>2509.33</b>		<b>2789.00</b>
<b>Meeting Expenses</b>				
Room Hire	415.23		400.00	
Speakers fees/ expenses	61.50			
Meeting Programme leaflet	141.00		243.00	
Meeting income visitors/ refreshments	<u>-252.84</u>	364.89	<u>-424.00</u>	219.00
<b>Administration Expenses</b>				
Website	372.12		373.68	
Insurance	289.86		202.00	
Membership of National Organisation	195.50		204.00	
General administrative expense	<u>73.95</u>	931.43	<u>132.03</u>	911.71
<b>Quarterly Newsletter - PLACE</b>				
Printing	2630.48		2188.00	
Postage	297.52		237.00	
Advertising Income	<u>-1062.50</u>	1865.50	<u>-1348.00</u>	1077.00
<b>Other Expenditure</b>				
Donation		20.00		15.00
Purchase of Handheld PA system with hands free mic				89.00
Purchase of Exhibition table top folding display stand				87.00
<b>Expenditure - net</b>		<b>3181.82</b>		<b>2398.71</b>
<b>Net Surplus/ (Deficit) for the year</b>		<b>-£672.49</b>		<b>£390.29</b>

# HEREFORD CIVIC SOCIETY (CHARITY No 503504)

## BALANCE SHEET

Statement of Assets and Liabilities at Year End	31st August 2015	31st August 2014 (restated)
<b>FIXED ASSETS</b>		
<b>TOTAL</b>	<b>£0.00</b>	<b>£0.00</b>
<b>CURRENT ASSETS</b>		
Lloyds Bank plc - current account	673.10	1731.50
Paypal		62.19
<b>TOTAL</b>	<b>673.10</b>	<b>1793.69</b>
Other monetary Assets:		
Prepaid expenses - Insurance	163.33	117.78
Prepaid expenses - National Org sub	129.00	131.00
HMRC Gift Aid claim	361.50	
Debtors - advertising	62.50	125.00
Debtor - Leominster Civic Society	16.87	
<b>TOTAL</b>	<b>733.20</b>	<b>373.78</b>
<b>CURRENT LIABILITIES</b>		
PLACE - Advertising income received in advance	437.50	62.50
Creditors - expenditure unpaid at year end		463.68
<b>TOTAL</b>	<b>437.50</b>	<b>526.18</b>
<b>NET CURRENT ASSETS</b>	<b>968.80</b>	<b>1641.29</b>
<b>NET ASSETS at Year End</b>	<b>£968.80</b>	<b>£1,641.29</b>
<b>Accumulated Funds</b>		
<b>Balance at beginning of year</b>	£1,641.29	£1,251.00
<b>Net Surplus/ (Deficit) for year</b>	-672.49	390.29
<b>Balance at end of year</b>	<b>£968.80</b> (31st August 2015)	<b>£1,641.29</b> (31st August 2014)

# HEREFORD CIVIC SOCIETY (CHARITY No 503504)

Notes forming part of the financial statements for the year ended 31 August 2015

## 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. Re-statement of results for prior year

Net Surplus for the year ended 31 August 2014 as reported		793.00
adjustments:		
add: Membership subscriptions paid into HCS Paypal account	65.00	
less bank charges	<u>2.81</u>	62.19
deduct: Website expenses	272.68	
Hire of stall in High Town 21 June 2014	15.00	
Purchase of Handheld PA system with hands free mic	89.00	
Purchase of Exhibition table top folding display stand	<u>87.00</u>	-463.68
Rounding		-1.22
Net Surplus for the year ended 31 August 2014 restated		£390.29

## 3. Outings/ Special Meetings

	2014/5	2013/4
South Wales Outing: Income		575.00
Expense		-545.00
May 2015 General and Local Elections Hustings Meetings:		
Sponsorship	200.00	
Hire of Hall/ other expenses	-205.17	
<b>NET</b>	<b>-£5.17</b>	<b>£30.00</b>

## 4. Contingent liabilities

There are no contingent liabilities at 31 August 2015 (prior year - none)

# HEREFORD CIVIC SOCIETY (CHARITY No 503504)

Notes forming part of the financial statements for the year ended 31 August 2015 (continued)

## 5. Proposed Budget for 2015/6

	2015/6 BUDGET	2014/5 ACTUAL
Members subscriptions	2300.00	2169.50
Voluntary Sources	200.00	345.00
Outings/ Special Meetings		-5.17
<b>Income - net</b>	<b>£2,500.00</b>	<b>£2,509.33</b>
Meeting Expenses	250.00	364.89
Administration Expenses	750.00	931.43
Quarterly Newsletter - printing & postage	3000.00	2928.00
- advertising income	<u>-1500.00</u>	<u>-1062.50</u>
	1500.00	1865.50
Other		20.00
<b>Expenditure - net</b>	<b>£2,500.00</b>	<b>£3,181.82</b>
Net Surplus/ (Deficit)	<b>£0.00</b>	<b>-£672.49</b>