

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2013
FOR
BIRMINGHAM AND MIDLAND SOCIETY FOR
GENEALOGY AND HERALDRY**

Cairns Bailey & Co
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**BIRMINGHAM AND MIDLAND SOCIETY FOR
GENEALOGY AND HERALDRY**

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FOR THE YEAR ENDED 31 DECEMBER 2013**

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BIRMINGHAM AND MIDLAND SOCIETY FOR GENEALOGY AND HERALDRY

Trustees Annual Report for the year to 31 December 2013

The Executive Committee, as the Society's Trustees, presents its report for the year ending 31st December 2013.

The members of the Executive Committee during the year were:

Mr. Bernie McLean	Chairman	Re-elected (1 st . May 2013)
Mr. Clive Hall	Vice-Chairman (Genealogy)	Re-elected (1 st . May 2013)
Mr. Adrian P.S. de Redman	Vice-Chairman (Heraldry)	Re-elected (1 st . May 2013)
Mr. Stephen Freeman		Elected 4 th . May 2011
Mr. Philip Lamb		Elected 4 th . May 2011
Mr. Christopher Evetts		Re-elected (1 st . May 2013)
Mrs. Olive Haddleton		Re-elected 2 nd . May 2012
Dr. Anthony Joseph		Re-elected 2 nd . May 2012
Mrs. Anne Brown		Elected 2 nd . May 2012

Officers Invited to Executive Committee Meetings

Dr. Chris Leigh	President
Mr. Harry Leigh-Dugmore	Vice President
Mrs. Pauline Pedersen	Vice President

Non-voting officers attending Executive Committee Meetings were:

Mrs. Jackie Cotterill	Secretary
Mr. Peter Middleton	Treasurer

Executive Committee members are elected for three years except for the Chairman, Vice-Chair (Genealogy) and Vice-Chair (Heraldry) who are elected on an annual basis. Elections normally take place at the Annual General Meeting on the first Wednesday in May by the vote of all attending members.

The charity was established in 1963 and was registered on 17th January 1977 with the Charity Commission as charity No. 505916. The charity's address is that of the current Treasurer 3, Trecastell Terrace, Henryd, Conwy LL32 8EZ.

Objects, Organisation and Activities

The Society's objects, as stated in the Constitution, are to promote the advancement of public education in the study of Genealogy and Heraldry.

In furtherance of these objects, but not otherwise, the Society has power

- To promote, maintain and encourage the practice and dissemination of information
- To promote and maintain research into all aspects of Genealogy and Heraldry
- To preserve records, archives and any other of material by transcription or otherwise
- To publish literature, and
- To collaborate with similar organisations and with such bodies as churches, libraries and record offices

Our overall purpose is to help our members to carry out their own research into their family histories within our area. The Society is the principal genealogical and heraldic society for the counties of Staffordshire, Warwickshire and Worcestershire including the modern metropolitan boroughs of Birmingham, Coventry, Dudley, Sandwell, Solihull, Walsall and Wolverhampton being collectively known as the West Midlands.

The Society is administered by a Committee consisting of three Officers elected for a term of one year and nine other members elected for a period of three years.

The Society employs two salaried staff to supervise and be responsible for the day-to-day duties of administration. Salaried staff comprises of General Secretary and Treasurer. The work of the Society is also supported by the

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following unsalaried appointments: Publication Sales Team, Publications Committee Chairman, Projects Co-ordinator, Computer Support Team, Fairs Co-ordinator, Journal Editor, Lending Librarian, Reference Librarians, Outings Secretary, Record Office Liaison Officer (vacant), Publicity Officer, Web-site Manager, Gift Aid Officer, Subscriptions Secretary, Index Holders and Correspondence Secretaries.

During 2013 the Trustees Committee has been addressing the matter of 'Contingency Planning' to devise ways of minimising the impact on the functioning of the Society in the event that individual volunteers or service providers should become unavailable.

The society rents a secure room at the Birmingham and Midland Institute, Margaret Street, Birmingham to provide members and the interested public with a research library that is open every weekday thanks to volunteers. The room is also used for committee meetings and provides an area for work and discussion. The Society also rents storage space for stock, equipment and administrative records. The Society hires a room at the Institute for the purpose of hosting a programme of speakers, education courses, publication sales and occasional meetings for those involved in the running of society activities. To meet the needs of members living outside the Birmingham area, the Society encourages the establishment of Branches, which presently exist in Burton-on-Trent, Bromsgrove, Kenilworth, London, Stoke-on-Trent, Stourbridge, Wolverhampton and Worcester. Branches arrange their own events under the organisation of elected officers supported by an annual grant and the payment of room hire. Each branch submits an annual financial statement, which is incorporated into that of the main Society. Branch officers are welcome to attend all Trustees Committee meetings.

In addition to the branches there is a special interest group for Heraldry, which organises a programme of events.

During the year our activities have included

- Annual programmes of speakers for Birmingham, branches and interest groups
- The production and distribution of the Society quarterly journal *Midland Ancestor*
- The publication of material in the form of book, compact discs, DVD's and digital downloads.
- The continued work on transcribing and checking of parish registers, census returns and other items of genealogical interest for future publication
- Photographing, storing and indexing of cemetery registers
- Responding to requests for search of indexes
- The sale of publications
- The maintaining of a Society web site on the Internet giving access to the Society e-Shop, members' interests and a comprehensive family history presence to the general public. In addition, many of the Society branches run their own web-sites providing for specific local interest
- Representation at various country-wide family history fairs
- Responding to members enquiries
- Organising of trips to the London Metropolitan Archives and National Archives Kew
- Continuing with a programme for the care of reference library books
- Maintaining and operating a Reference Library with weekday access.
- Maintaining a voluntary exchange of research at record offices by linking members in different locations
- Representing the interests of the Society as a member of the Federation of Family History Societies
- Offering education courses under the titles *First Steps* and *Further Steps*
- Supporting the work of the area County Record Offices

Review of progress and achievements

2013 was a very special year for the Birmingham and Midland Society for Genealogy and Heraldry as it marked our fiftieth year of existence. In many ways the history of the BMSGH reflects the development of family history research

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to its current level of popularity. It would be true to say that we were one of the pioneer organisations being the first local family history society and a founder member of the Federation of Family History Societies. To mark the anniversary a book was published both in printed and digital format. This was written by Mr. Michael Sharpe chronicling the Society's history and in recognition of his efforts in this regard Mr. Sharpe was awarded the 2013 Fred Markwell Award for making a lasting contribution to the BMSGH.

A 50th. Anniversary Meeting was held on 23rd. March and despite snowy weather provided visitors with a full day's programme of speakers and displays. Over twenty organisations were represented and this gives some indication of the Society's involvement with the local area. In addition an Anniversary luncheon was held at the Birmingham Botanical Gardens when a message from Her Majesty the Queen was read by the principal guest, the Deputy Lord Lieutenant of Warwickshire.

The Trustees are pleased to report that 209 new members joined during the year. Membership in 2013 rose to 2,345 from 2,182 in 2012. Although a relatively small increase, the Trustees feel that it is a very significant indication that after many years of continuous falling membership that the Society may have reached a level from which to grow. New membership depends on an awareness that our Society possesses considerable resources and expertise of the local area and can make a unique contribution to those seeking genealogical information.

In 2013 the Projects Committee were able to report that there are in excess of twenty different active projects being worked on by society members. The Trustees are grateful to all the volunteer workers and understand that there will be a varied amount of time that is able to be devoted to projects which demand accuracy and cross checking. The need for a coordinator of these projects is essential so the Trustees were sad to learn that Mr. Richard Woodward had to resign from this position due to a change in family circumstances and wish to put on record their appreciation for all that he has done .

Once more the Trustees acknowledge the efforts of the team of transcribers involved in the massive undertaking to digitise the burial records of Witton Cemetery under the direction of Mr .Mike Purcocks. With nearly half a million entries, the completion of thirty six of the seventy nine registers is most impressive and reveals the large number of dedicated volunteers involved. The Trustees are very grateful that so many have responded to appeals on the web-site to give their time. With the end in sight the Trustees were sad to learn that Birmingham City Council have taken a decision that after the completion of the Witton Project it will not be possible for further city cemeteries to be tackled in the foreseeable future. However it is pleasing to report that approaches to regional Record Offices have been made during the year with view to possible future digital productions.

There has been continued collaboration with the Staffordshire Parish Registers Society and we are delighted we have enabled their archive material to be made available via the B.M.S.G.H. e-shop as downloads. The Trustees are aware of the time freely given in all stages of new publication by many volunteers and put on record their appreciation. They also recognise that none of this could happen without the organisation and guidance of the Publications Co-ordinator, Mrs. Ann Leigh.

The Trustees acknowledge that the Society is becoming increasingly dependent on the success of the B.M.S.G.H. e-Shop to generate the financial means to fulfil its objectives. This means that there is a continuing need to make new items available and in this regard the society is very fortunate to have in Mr. Steve Freeman and Mr. Peter Abbot an enthusiastic and able team engaged in an ongoing project to digitise all the Monumental Inscriptions and parish Register transcripts held in the Society library so that the digital images can be downloaded from the shop as pdf files. This involves careful transcribing and indexing for which the Trustees record their thanks to another team of volunteers working under the direction of Mr. Mike Purcocks. Once more the Trustees extend their thanks to Mrs. Millie Ashford who has scanned an enormous quantity of books and Mr. Ian Cartwright who has processed these scans and re-formatted into downloadable pdf files. The Trustees realise the importance of a convenient and flexible format to meet the needs of the modern computer-based genealogist.

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We are able to highlight the collaboration with third party publishers and the Trustees are pleased to observe that there has been interchange with The Family History Partnership, Midlands Historical Data, the Eureka Partnership the Black Country Society, the Women's Research Group (Coventry) and Wordworks which is involved with children's homes and orphanages. There is still a requirement for postal shop selling and the Trustees are very grateful for the able and speedy processing of these orders by Mrs. Caroline Mason and Mr. Frank Smith. They also recognise the labours of the Sales Team of Mr. Chris Evetts, Mr. Mark Thursfield and Mr. Phil Lamb and others, including branch members who transport and display publications at monthly meetings and Family History events both locally and nationally.

The Trustees are aware that the public's first encounter with the Society may be as a result of visiting the Society website. To ensure that this is a positive experience the Trustees rely heavily upon the efforts of the BMSGH web-master Mr. Bill Harrison and thank him for his ability to respond quickly to changing information. Without his efforts the Society would find it difficult to meet its aims and objectives towards members and the public in the increasingly digital arena of Family History Research. The Trustees acknowledge that the Society has an ever increasing following on the social network sites of Twitter and Facebook. Positive feedback has been received on both and thanks must go to Mrs. Rachel Joy who administers the Twitter page.

Society held indexes form an important part of its local resources and the Trustees thank those index-holders involved in responding to requests for information. The Trustees repeat their stated willingness to encourage the sharing of index holdings with national genealogical organisations when it is in the interest of the Society and does not compromise copyright issues.

The Trustees recognise the importance of the Society's quarterly journal, The Midland Ancestor, which is main point of contact with the B.M.S.G.H. for many members. The work of the editor, Mrs. Deryn Hawkes, in making sure that the magazine arrives on time and is well received must not be taken for granted and the trustees pay tribute to the dedicated work involved which by its nature goes unnoticed. The need for the magazine to stay fresh and varied is quite a challenge and the Editor achieves this constantly. The Trustees are delighted that such a high quality publication reaches the membership and wider public.

The two education courses First Steps and Further Steps continue to play an important part in enabling the B.M.S.G.H. to introduce contacts to available resources and the importance of good practise for successful researching of family history. The Trustees seek to encourage awareness of the Society through contact with local media and relevant publications. The Society has established important links with County Record Offices and members have once more provided support to the Warwick Record Office by manning a weekly help desk for visitors to ease the workload of the staff.

Members are able to take advantage of a programme of regular coach trips whereby they can visit the National Archives at Kew and the London Metropolitan Archives. In addition the programme included the 'Who Do You Think You Are?' event at Olympia with a discounted entrance price. These trips are open to non-members. The Trustees recognise that the success of this provision depends on efficient coordination and draw attention to Mr. Phil Lamb's enthusiastic organisation and his attention to publicity via a computer-based contact network.

The Trustees are pleased to report that the B.M.S.G.H. participates in a number of national and local family history events. The Society was represented in events held at Shrewsbury, Gloucester, Sheffield and Weston-Super-Mare. It was also able to support outside community events including Middleton Hall Open Day, Birmingham Lives and the Hobbycraft Exhibition representing the Federation of Family History Societies. Thanks must go to the Fairs Co-ordinator Mr. Phil Lamb for the work involved in maintaining the Society's profile during the year.

The Society's interests have been represented at Federation of Family History Societies general meetings so that it can be involved in planning for the needs of member societies. In particular the Trustees are grateful to the General Secretary Mrs. Jackie Cotterill for keeping them informed by regular reporting.

The Trustees acknowledge with thanks the enthusiasm and dedication of those members involved in the continuation of the varied activities of the Society. They are satisfied that, despite necessary spending constraints, the Society has

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Trustees Annual Report for the year to 31 December 2013

been able to fulfil its objectives in 2013 to the benefit of members, local organisations and those from the general public who have an interest in Family History and Heraldry.

Finances

The Trustees continued to monitor closely the financial management of the Society. In the previous year the Trustees noted how the fall in membership was impacting upon Society finances so it is with some relief that in 2013 they could note that income from membership subscriptions remained constant. Together with the income from publications sales and Gift Aid, the Society has been able to achieve a small net income and feel confident that this will enable the Society to meet its objectives in 2014.

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The Trustees once more express their thanks to Mrs. Pat Beale for her efforts to monitor and encourage the participation of all eligible members to Gift Aid their subscription. They are also appreciative that this income also depends on the work of Mrs. Olive Haddleton as Subscriptions Secretary in maintaining the Society membership database.

The Trustees are very grateful to their treasurer, Mr. Peter Middleton, for keeping the finances within necessary targets and in accordance with legislative requirements.

The Charity's bankers are the Charity Organisations Investment Fund, CCLA, 80 Cheapside, London EC2V 6DH and the Bank of Scotland, 33 Old Broad Street London Branch PO Box 10000 BX2 1LB.

The Independent Examiner is Mr. J. Cairns BSc F.C.A. of Cairns Bailey & Company, Beacon Court, Birmingham Road, Great Barr, Birmingham B43 6NN.

On behalf of the Executive Committee

Bernard McLean
Chairman
14th. April 2014

BIRMINGHAM & MIDLAND SOCIETY FOR GENEOLOGY & HERALDRY

Reserves Policy for the year 2014

Introduction

The Trustees consider it vital that a level of reserves exist that will give them the opportunity to address the following identified issues. The Policy wording remains unchanged from that agreed for 2013 but the figures in some areas have been increased in response to the 2013 net income.

Policy

The society rents the Kingsley Norris Room at the Birmingham and Midland Institute which serves as the repository for the reference library, a work room for carrying out research and maintenance and a meeting room for small groups. The room is rented on a five year short lease due for immediate renewal so it is necessary to reserve a reasonable figure should the new lease be adjusted upwards. [£1,000 available allowing for a 25% increase]

The society has found that genealogical research is becoming increasingly reliant on computerised indexes, CD Rom held records and internet communications. The society needs to have reserves to invest in and up-date equipment to respond to the needs of members and the general public. With an increasing reliance on such equipment and supporting software, the Society also needs to have funds available to replace equipment becoming unusable due to wear, age or obsolescence. The Trustees have allocated essential spending for the efficient operation of the Society but would wish to have enough reserves should equipment need to be replaced or updated. [£2,500 available]

To fulfil the aims and objectives of the society it is desirable to be involved in cooperative projects with such bodies as the National Archives, Birmingham Reference Library, local record offices, regional groups and the Federation of Family History Societies. From time to time there is a need for funds to support the Society entering into a new project at short notice. [£1,000 available]

One of the aims of our society is the preservation of records and books to support genealogical research. An important aspect of this work is the maintaining of our reference library at the Birmingham and Midland Institute. The trustees feel that there should be funds available to make any purchases that may come on the market and to maintain the condition of the books etc. [£500 available]

From time to time we have to raise our membership fee. This needs to be done with great care because of the negative effect it has on membership numbers. Rather than regularly raising the fee in small amounts we are persuaded that raising the fee by an amount that need not be increased for a considerable time is more acceptable. Experience indicates that it is desirable to have reserve funds that can act as a buffer against raising subscriptions without good warning and the Trustees feel that it is now possible to address this issue by setting aside each year around 7.5% of surplus income. [£1,000 available]

This figure of £6,000 to be reserved was thought to be a reasonable minimum amount for a Society of our size.

To monitor the Reserves Policy the Treasurer will inform the Trustees at each Executive Meeting of the state of the Society funds. The Reserves Policy will be reviewed on the occasion of the annual Finance Meeting as part of Trustees annual reporting process.

Report approved by the Executive Committee on Thursday 14th. April 2014

On behalf of the Trustees Executive Committee

Bernard McLean
Chairman
14th April 2014

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BIRMINGHAM AND MIDLAND SOCIETY FOR
GENEALOGY AND HERALDRY**

I report on the accounts for the year ended 31 December 2013 set out on pages eight to twelve.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

It is my responsibility to:

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

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. 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 seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an 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 statements below.

Independent examiner's 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 Section 130 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; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

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Date:

**BIRMINGHAM AND MIDLAND SOCIETY FOR
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**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2013**

	Unrestricted fund	Restricted fund	2013 Total funds	2012 Total funds
Not es	£	£	£	£
INCOMING RESOURCES				
Incoming resources from generated funds				
Voluntary income	63,505	-	63,505	67,861
Activities for generating funds	2 1,994	-	1,994	2,141
Investment income	3 189	-	189	270
Incoming resources from charitable activities				
Other income	<u>3,479</u>	<u>-</u>	<u>3,479</u>	<u>3,618</u>
Total incoming resources	69,167	-	69,167	73,890
 RESOURCES EXPENDED				
Costs of generating funds				
Costs of generating voluntary income	(1)	-	(1)	2
Fundraising trading: cost of goods sold and other costs	10,270	-	10,270	19,534
Charitable activities				
Midland ancestor	21,183	-	21,183	19,125
Other expenses	33,684	-	33,684	34,009
Governance costs	4 <u>880</u>	<u>-</u>	<u>880</u>	<u>786</u>
Total resources expended	66,016	-	66,016	73,456
NET INCOMING RESOURCES	3,151	-	3,151	434
 RECONCILIATION OF FUNDS				
Total funds brought forward	53,380	115	53,495	53,061
TOTAL FUNDS CARRIED FORWARD	<u>56,531</u>	<u>115</u>	<u>56,646</u>	<u>53,495</u>

The notes form part of these financial statements

**BIRMINGHAM AND MIDLAND SOCIETY FOR
GENEALOGY AND HERALDRY**

**BALANCE SHEET
AT 31 DECEMBER 2013**

	Notes	Unrestricted fund £	Restricted fund £	2013 Total funds £	2012 Total funds £
FIXED ASSETS					
Tangible assets	7	722	-	722	963
CURRENT ASSETS					
Stocks	8	17,064	-	17,064	18,281
Debtors	9	1,387	-	1,387	750
Cash at bank and in hand		50,030	115	50,145	47,286
		<u>68,481</u>	<u>115</u>	<u>68,596</u>	<u>66,317</u>
CREDITORS					
Amounts falling due within one year	10	(12,672)	-	(12,672)	(13,785)
NET CURRENT ASSETS		<u>55,809</u>	<u>115</u>	<u>55,924</u>	<u>52,532</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>56,531</u>	<u>115</u>	<u>56,646</u>	<u>53,495</u>
NET ASSETS		<u><u>56,531</u></u>	<u><u>115</u></u>	<u><u>56,646</u></u>	<u><u>53,495</u></u>
FUNDS					
Unrestricted funds	11			56,531	53,380
Restricted funds				115	115
TOTAL FUNDS				<u><u>56,646</u></u>	<u><u>53,495</u></u>

The financial statements were approved by the Board of Trustees on 7 May 2014 and were signed on its behalf by:

B Mclean -Trustee

The notes form part of these financial statements

**BIRMINGHAM AND MIDLAND SOCIETY FOR
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2013**

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery - 25% on reducing balance

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. ACTIVITIES FOR GENERATING FUNDS

	2013	2012
	£	£
Indexes	33	98
Pay to view	1,736	1,765
Sundry income	<u>225</u>	<u>278</u>
	<u>1,994</u>	<u>2,141</u>

3. INVESTMENT INCOME

	2013	2012
	£	£
Deposit account interest	<u>189</u>	<u>270</u>

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**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2013**

4. GOVERNANCE COSTS

	2013	2012
	£	£
Accountancy	<u>880</u>	<u>786</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2013 nor for the year ended 31 December 2012.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2013 nor for the year ended 31 December 2012.

6. STAFF COSTS

	2013	2012
	£	£
Wages and salaries	<u>10,096</u>	<u>11,277</u>

The average monthly number of employees during the year was as follows:

	2013	2012
Governance	<u>2</u>	<u>2</u>

No employees received emoluments in excess of £60,000.

7. TANGIBLE FIXED ASSETS

	Plant and machinery £
COST	
At 1 January 2013 and 31 December 2013	<u>19,130</u>
DEPRECIATION	
At 1 January 2013	18,167
Charge for year	<u>241</u>
At 31 December 2013	<u>18,408</u>
NET BOOK VALUE	
At 31 December 2013	<u>722</u>
At 31 December 2012	<u>963</u>

**BIRMINGHAM AND MIDLAND SOCIETY FOR
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**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 DECEMBER 2013**

8. STOCKS

	2013	2012
	£	£
Library books	11,300	11,300
Stock of publications	<u>5,764</u>	<u>6,981</u>
	<u>17,064</u>	<u>18,281</u>

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2013	2012
	£	£
Other debtors	<u>1,387</u>	<u>750</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2013	2012
	£	£
Bank loans and overdrafts	594	-
Taxation and social security	428	420
Other creditors	<u>11,650</u>	<u>13,365</u>
	<u>12,672</u>	<u>13,785</u>

11. MOVEMENT IN FUNDS

	At 1.1.13	Net movement in funds	At 31.12.13
	£	£	£
Unrestricted funds			
General fund	53,380	3,151	56,531
Restricted funds			
Heraldry	115	-	115
TOTAL FUNDS	<u>53,495</u>	<u>3,151</u>	<u>56,646</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	69,167	(66,016)	3,151
TOTAL FUNDS	<u>69,167</u>	<u>(66,016)</u>	<u>3,151</u>