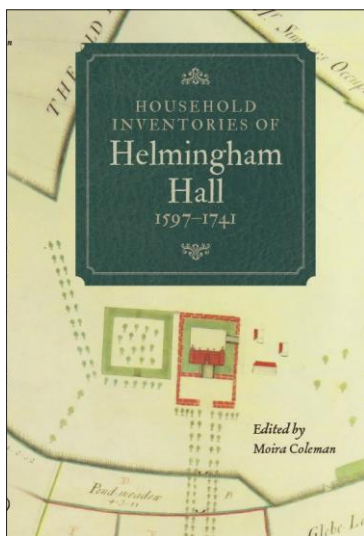


You are warmly invited to the 56th Annual General Meeting of the Society on Thursday 17th May 2018 at 7.30pm in the Coach House Tea Rooms at Helmingham Hall.



Volume 61 in the General Series '*Household Inventories of Helmingham Hall, 1597-1741* will be introduced by the editor, Moira Coleman.

It is rare to find a sequence of household inventories surviving on the site they record; and rarer still when that house has been occupied continuously by generations of the family who built it circa 1510. The four inventories are dated 1597, 1626, 1708 and 1741 and during the span of these inventories, the Tollemaches rose from the status of gentry to earldom. Their household possessions reflect this transition vividly and an appendix traces the parallel development of Helmingham Hall. Removals from the Hall equipped the family's 17th-century home at Fakenham Magna in Suffolk and a further appendix is devoted to this property.

MOIRA COLEMAN is the author of *Fruitful Endeavours: the 16th-century household secrets of Catherine Tollemache at Helmingham Hall*. She is an Open University graduate, an independent scholar, now retired from a career in adult education.

UPDATED WEBSITE:

If you elected to receive this invitation by email, then please note that the AGM papers are available to download from our website www.suffolkrecordssociety.com. It is the same web address but has been redesigned and updated with many new features including the opportunity to renew and purchase subscriptions online and buy books too. There is also a new email address that comes to me info@suffolkrecordssociety.com

BOOK DELIVERY:

You may collect your membership volume at the AGM. **If you are unable to attend, please note that your book will be delivered in a box marked WILEY [Boydell's distribution company], by the DPD courier service and will require a signature on delivery. If DPD are unable to deliver it they will leave a calling card with details of when they will re-attempt delivery with a contact phone number and web address. If DPD cannot deliver the book a second time with no contact from the recipient, the book is returned to Wiley's and registered on their computer system as not delivered.** This information is then supposed to get back to me via Boydells so that I can make other arrangements. Last year's change in distribution arrangements caught us all out and the results were less than satisfactory. I can only offer my sincere apologies to those members who were inconvenienced by the whole process. We have been assured that the teething problems have now been addressed but if there any further difficulties or your book has not arrived by the end of July please let me know.

GARDENS OPEN

Members are welcome to bring a guest and the gardens will remain open until 7.30pm, by kind permission of Edward and Sophie Tollemache, so that you may walk round before the meeting if you wish. **Wine and light refreshments will also be served during the meeting.**

Registered Address: Westhorpe Lodge, Westhorpe, Stowmarket, Suffolk IP14 4TA

Tel: 01449 781078 * Mob: 07876 496065 Email: claire@ejbarker.co.uk

Website: www.suffolkrecordssociety.com * Email: info@suffolkrecordssociety.com



Suffolk Records Society

Registered Charity No 1084279



INCREASE IN SUBSCRIPTIONS

I am writing to inform you that after much deliberation Council has reluctantly decided to recommend to members at the forthcoming AGM that the cost of an individual subscription to the Society be increased to a minimum of £15. The current rate for individual members is £12.50 and has been the same since November 1997.

The Society's subscription income no longer covers the costs of the production of the annual volume and while we are all actively trying to encourage new members to join and our editors are tireless in their efforts to find different sources of funding and grants to assist with publication, the fact remains that the Society still has to subsidise each book. With several interesting volumes in the pipeline we have no wish or intention to reduce publication to one book every two years.

The costs of publishing the annual volume have risen substantially along with the related distribution charges. This year the production cost will be £6878 which makes each book £15.28 plus a further £4.70 for distribution to members. We no longer have the option of leaving copies at libraries and record offices for collection so apart from the few that are taken at the AGM and those that are hand-delivered, all the rest will be distributed by the courier service DPD.

The Council hopes that you will understand that this is an essential precaution to safeguard the future of the Society and that you will wish to continue to receive these beautiful and valuable volumes and so support our work in exploring and making available Suffolk's history.

Victor Gray
Chairman

General Data Protection Regulation [GDPR] – 25 May 2018

These updated regulations are designed to protect any personal data you have supplied to us and come into effect on 25 May 2018. We hold no personal data except that which you have supplied for the purposes of your membership. The Society's officers with access to that information take every precaution to protect it and you may ask at any time what information we hold and change it if you wish.

We will never share your details with an unrelated third party. However in order to distribute the annual membership volume we have to send a list of members' names and addresses to Boydells to forward to their distribution agents WILEY'S.

There is a copy of the Society's Privacy Policy on our website – www.suffolkrecordsociety.com and if you would like a hard copy please let the Secretary know.

Registered Address: Westhorpe Lodge, Westhorpe, Stowmarket, Suffolk IP14 4TA

Tel: 01449 781078 * Mob: 07876 496065 Email: claire@ejbarker.co.uk

Website: www.suffolkrecordsociety.com * Email: info@suffolkrecordsociety.com



Suffolk Records Society

Registered Charity No 1084279



The 56th Annual General Meeting of the Suffolk Records Society will be held in the Coach House tea rooms at Helmingham Hall on Thursday 17th May 2018 at 7.30pm.

Claire Barker
Hon Secretary

AGENDA

Apologies for absence

1. Minutes of the 55th Annual General Meeting (attached)
2. Trustees' Report for the year 2017-2018 (attached)
3. Financial Statements for 2016-2017 (attached)
4. Subscription Increase
5. Report on volumes in progress: *Mr David Sherlock*
6. Election of Chairman: *Mr Victor Gray*
7. Election of Officers: the following are eligible for re-election:

Hon Membership Secretary: *Mrs Tanya Christian*, Hon Secretary: *Mrs Claire Barker*,
Hon Treasurer: *Mr Clive Mees*, Hon Co-ordinating Editor: *Mr David Sherlock*,
Hon Charter Series Editor: *Dr Nicholas Karn*

7. Election of Council Members: the following are eligible for re-election:

Dr David Dymond [President]

Rev Professor Diarmaid MacCulloch, Kt

Dr David Allen

Dr Jane Fiske

Dr Nicholas Amor

Mr Bob Malster

Ms Kate Chantry

Professor Richard Wilson

Dr Harvey Osborne

Mr Clive Paine

8. Election of Independent Examiner:

Mrs Rosemary Unthank is proposed as Independent Examiner

9. Votes of thanks

10. Volume 61: **HOUSEHOLD INVENTORIES OF HELMINGHAM HALL, 1597-1741**, will be introduced by the editor, Moira Coleman.

WINE AND LIGHT REFRESHMENTS WILL BE SERVED DURING THE MEETING

Registered Address: Westhorpe Lodge, Westhorpe, Stowmarket, Suffolk IP14 4TA

Tel: 01449 781078 * Mob: 07876 496065 Email: claire@ejbarker.co.uk

Website: www.suffolkrecordsociety.com * Email: info@suffolkrecordsociety.com



Suffolk Records Society



Registered Charity No 1084279

MINUTES OF THE 55th ANNUAL GENERAL MEETING OF THE SUFFOLK RECORDS SOCIETY AT HOLY TRINITY CHURCH, BLYTHBURGH ON THURSDAY 11TH MAY 2017 AT 7.30PM

The Chairman welcomed all members of the Society and its guests: Richard Halsey, Simon Loftus, Revd Canon Simon Pitcher, Revd Malcolm Doney and Mrs Meryl Doney, Mrs Jenny Allen, Dr Sue Powell. He also extended a warm welcome to the other visitors, promising that the AGM would be brief.

Apologies had been received from the Revd Professor Diarmaid MacCulloch, Dr Nicholas Karn, Dr Nicholas Amor, Mr Clive Paine, Mr and Mrs K K Gibson-Wynes, Ms Rebecca Abrahall, Mr and Mrs David Tytler and 80 members of the Society.

1457 Minutes

The minutes of the 54th Annual General Meeting held on Thursday 12th May 2016 in the Crypt of St Edmund's Catholic Church, Bury St Edmunds had already been circulated and were approved and signed as a correct record by the Chairman. There were no matters arising.

1458 Trustees' Report for the year 2016-2017

The Chairman introduced the Report which had previously been circulated. Membership was falling very gradually and there was a continuing need to encourage new members but finances were very healthy and there was a strong list of excellent proposed volumes in the pipeline. There were no questions on the Report. The Report was proposed by Simon Loftus and seconded by Richard Smith and carried unanimously.

1459 Financial Statement

The Treasurer introduced the Statement of Receipts and Payments for the year ended 30 September 2016. These had previously been circulated and had been examined by Mrs Rosemary Unthank. There was an excess of receipts over payments. Subscriptions just cover the cost of publishing the annual volume. Investment income was up slightly and the Society had now appointed brokers to manage the investments mostly due to the retirement of the Treasurer. There was a surplus for the year of £6336. The Medical Biographies project had been completed so the Society no longer held any funds. For the Charters Series, there had been no volume published, income was still accumulating. The Treasurer proposed the adoption of the accounts, seconded by Michael Boon and carried unanimously.

The Chairman thanked the Treasurer for his report. Mr Maule was now retiring after 17 years as Treasurer. In that time he had overseen sound investment and continued capital growth keeping the Society on a very sound financial footing and enabling it to pursue its stated ambitions of producing an excellent volume every year. He was a very public-spirited man who also had worked on behalf of Age UK, the Suffolk Wildlife Trust, and other charitable bodies. His accounts had always been clear and precise and he had invested wisely, enabling the Society to keep the annual subscription down to £12.50. Mr Maule was presented with a gift from the Society. He thanked members and said he felt sure he had left the Society and its financial well-being in a very safe pair of hands.

1460 Election of Chairman

The Chairman vacated the chair which was taken by the President, Dr David Dymond who proposed Mr Victor Gray. There were no other nominations. The proposal was seconded by Mr David Sherlock and carried unanimously.

1461 Election of Treasurer

Following his retirement, Mr Maule proposed Mr Clive Mees be elected Treasurer. This was seconded by Paul Simmons and carried unanimously.

Registered Address: Westhorpe Lodge, Westhorpe, Stowmarket, Suffolk IP14 4TA

Tel: 01449 781078 * Mob: 07876 496065 Email: claire@ejbarker.co.uk

Website: www.suffolkrecordsociety.com * Email: info@suffolkrecordsociety.com



Suffolk Records Society



Registered Charity No 1084279

1462 Election of Officers

The Chairman thanked all the officers of the Society for their hard work and support. He read a list of Officers prepared to stand for re-election:

Secretary: Mrs Claire Barker; Membership Secretary: Mrs Tanya Christian; Co-ordinating Editor: Mr David Sherlock; Charters Series Editor: Dr Nicholas Karn.

Their election was proposed en bloc by Dr Sushil Soni, seconded by Simon Loftus and carried unanimously.

1463 Election of new Council Member

To fill the vacancy on Council Mr Clive Paine was proposed by Dr Dymond, seconded by Mr Sherlock and carried unanimously.

1464 Election of Council Members

The Chairman thanked all the members of Council for their support and assistance over the year particularly for their guidance and consideration of proposed volumes. He read a list of Council members prepared to stand for re-election: Dr David Allen, Dr Jane Fiske, Dr David Dymond, Dr Nick Amor, Professor Richard Wilson, Mr Robert Malster, the Revd Professor Diarmaid MacCulloch, Dr Harvey Osborne, Miss Kate Chantry.

Their election was proposed en bloc by Mr Maule, seconded by Dr Soni and carried unanimously.

1465 Election of Independent Examiner

Mrs Rosemary Unthank was proposed as Independent Examiner by Mrs Christian, seconded by Mr Loftus and carried unanimously.

1466 Report on volumes in progress

David Sherlock, the Co-ordinating Editor, announced that Volume 61 would be *Household Inventories of Helmingham Hall, 1597-1741* edited by Moira Coleman. The list of current projects that have been approved by Council for future publication is published at the back of volume 60.

Mr Sherlock was thanked by the Chairman for overseeing another excellent book for the Society and for continuing to supervise an impressive production line of proposed volumes.

1467 Votes of thanks

The Chairman expressed the gratitude and appreciation of the Society to Revd Simon Pitcher and Revd Malcolm Doney of the Sole Bay Team Ministry, Mrs Meryl Doney, chair of the Friends of Holy Trinity and churchwarden, Mrs Jenny Allen, churchwarden, the Adnams Community Trust, the Blythburgh Society and the Remembering Blythburgh Project.

1468 Volume 60 – The Restoration of Blythburgh Church 1881-1906

The Chairman introduced the editor, Alan Mackley who then gave a brief description of the twenty five year struggle between the patrons, residents and incumbents of Blythburgh and the Society for the Protection of Ancient Buildings to prevent the church from suffering the same fate as Covehithe and Walberswick or equally the dead hand of Victorianisation.

Registered Address: Westhorpe Lodge, Westhorpe, Stowmarket, Suffolk IP14 4TA

Tel: 01449 781078 * Mob: 07876 496065 Email: claire@ejbarker.co.uk

Website: www.suffolkrecordsociety.com * Email: info@suffolkrecordsociety.com



Suffolk Records Society

Registered Charity No 1084279



TRUSTEES' REPORT FOR THE YEAR 2017/18

1. Trustees and Council members for the year were Mr Victor Gray (Chairman), Dr David Allen, Dr Nicholas Amor, Mrs Claire Barker, Ms Kate Chantry, Mrs Tanya Christian, Dr David Dymond, Dr Jane Fiske, Dr Nicholas Karn, Revd Professor Diarmaid MacCulloch, Mr Robert Malster, Mr Clive Mees, Dr Harvey Osborne, Mr Clive Paine, Mr David Sherlock, Professor Richard Wilson. Council consisted of six Honorary Officers and ten elected members.
2. At the 2017 AGM, held in at Holy Trinity Church, Blythburgh, Volume 60: *The Restoration of Blythburgh Church, 1881-1906* edited by Alan Mackley was launched with an introductory talk by the editor. Later in the year a celebration to mark the 60th anniversary of the Society was held at the University of Suffolk with a lecture by Dr Harvey Osborne entitled *One Suffolk, Many Histories* together with various displays and a tea party which was much enjoyed by many distinguished guests including the High Sheriff of Suffolk, several mayors and other dignitaries, representatives of many other societies and groups as well as members of the Society.
3. MEMBERSHIP: As of 1 January 2018 there were 289 individual members (including 4 life members) and 73 institutional members. We have seen a very welcome rise in individual members, which can be attributed to extra marketing activities around the book launch and 60th Anniversary event. Suffolk County Council has further reduced the number of libraries stocking the Society's volumes to just one for the whole county. This has had a noticeable impact on the number of institutional members.
4. FINANCE: The deficit for the year was £3455. Our income from subscriptions is down this year and we have incurred increased printing costs of the annual volume. Other income has covered our overheads. We are fortunate to be still receiving a grant from Suffolk County Council and from the Gibson-Wynes Charitable Trust. The development of our website has increased our expenditure. Our investments have performed well. We have accessed £5000 of our investments to facilitate further website design and development. Our brokers have full discretion in managing the portfolio. We have donated £5000 to the Suffolk County Council Hold Project. No Charters Series volume has been published this year and the net income has been accumulated. Generally it has been a healthy year. However, in view of the rise in print and postage costs year on year, Council has felt it necessary to recommend a small increase in individual membership subscriptions in order to safeguard the position for the future.
5. GENERAL SERIES: While no new proposals for volumes were accepted during the year, the sequence of volumes for the next few years seems guaranteed. Forthcoming volumes are likely to include the Poor Law records of the Incorporated Hundreds of Loes and Wilford, 1765-1826, edited by Dr. John Shaw, and The Woodbridge Troop of the Suffolk Yeomanry edited by Dr Margaret Thomas
6. CHARTERS SERIES: The first of a two-volume edition of the charters of the Priory of St Peter and St Paul edited by Dr David Allen is likely to be published at the end of this year. Dr Vivien Brown's work on the Bury St Edmunds town charters continues.
7. 2018 will see the re-launch of the Society's website www.suffolkrecordsociety.com with the facility to purchase volumes and pay subscriptions online as well as offering the possibility of publishing digital documents
8. During the year Council noted with sadness the death of two former members, both historians of note, past editors and members of Council: Frank Grace and John Ridgard
9. The Society meets on Thursday 17th May 2018 at Helmingham Hall for the AGM at which we shall launch volume 61, *Household Inventories of Helmingham Hall, 1597-1741* edited by Moira Coleman.

Victor Gray
Chairman
April 2018

Registered Address: Westhorpe Lodge, Westhorpe, Stowmarket, Suffolk IP14 4TA
Tel: 01449 781078 * Mob: 07876 496065 Email: claire@ejbarker.co.uk
Website: www.suffolkrecordsociety.com * Email: info@suffolkrecordsociety.com

Statement of Receipts and Payments for the year ended 30 September 2017

	2017	2016
Subscriptions	4,958	5,231
Sales	640	28
Investment Income	2,745	2,596
Tax Repayment	0	664
Royalties	740	643
Grants	1,229	550
Donations	212	63
Excess of payments over receipts	4,909	0
	<hr/> 15,433	<hr/> 9,775

Excess of receipts over payments	0	1,657
Gain on sale of investments	389	0
Increase in value of investments	1,065	4,679
Deficit to Accumulated Fund	3,455	0
	<hr/> 4,909	<hr/> 6,336

Balance Sheet 30 September 2017

	2017	2016
Accumulated Funds	60,954	54,618
Deficit/Surplus	-3,455	6,336
Owed to Charters	1,208	0
	<hr/> 58,707	<hr/> 60,954

	2017	2016
Boydell & Brewer Ltd	7,375	5,162
Postage and Stationery	514	1,480
A G M	284	496
Volume expenses	0	58
Web site	438	0
Leaflets/printing	0	116
Sundries	1,353	806
Storage	469	0
Donation SCC (Hold Project)	5,000	0
Excess of receipts over payments	0	1,657
	<hr/> 15,433	<hr/> 9,775

Excess of payments over receipts	4,909	0
Surplus to Accumulated Fund	0	6,336
	<hr/> 4,909	<hr/> 6,336

	2017	2016
Cash at Bank	8,683	5,356
Virgin Money	3,522	6,484
Cash at Brokers	135	0
Investments at Charles Stanley	46,367	49,114
	<hr/> 58,707	<hr/> 60,954

CHARTER SERIES

Statement of Receipts and Payments for the year ended 30 September 2017

	2017	2016		2017	2016
Subscriptions	456	456	Editor's expenses	404	48
Sales	0	10	Bank charges	55	0
Dividends and interest	276	351			
Royalties	108	67			
Income tax repayment	0	88	Excess of receipts	418	960
Donation	36	36	over payments		
	<u>876</u>	<u>1,008</u>		<u>876</u>	<u>1,008</u>
Excess of receipts	418	960	Decrease in valuation	0	171
Gain on sale of investments	69	0			
Increase in valuation	527	0	Surplus to accumulated fund	1,014	789
	<u>1,014</u>	<u>960</u>		<u>1,014</u>	<u>960</u>

Balance Sheet 30 September 2017

	2017	2016		2017	2016
Accumulated Funds	19,356	18,567	Cash at Bank	14,391	14,051
			Owed to Charter Series	1,208	0
Surplus	1,014	789	Investments at Charles Stanley	4,771	5,305
	<u>20,370</u>	<u>19,356</u>		<u>20,370</u>	<u>19,356</u>

I have examined the books and records of the Suffolk Records Society and from the information supplied to me confirm that the accounts are in accordance with those records

Rosemary Unthank
18th April 2018

