



Suffolk Records Society

Registered Charity No 1084279



The 60th Annual General Meeting of the Suffolk Records Society will be held at the Thomas Clarkson Centre, Hospital Road, Bury St Edmunds IP33 3JT on Wednesday 17th May 2023 at 7.00pm

AGENDA

Apologies for absence

Welcome by the Chairman

1. Minutes of the 59th Annual General Meeting held at Monks Eleigh on 26th May 2022
2. Trustees' Annual Report for the year 2022-2023
3. Financial Statements for 2021-2022
4. Reports on volumes in progress: Mr David Sherlock, Co-ordinating Editor
Dr Nicholas Karn, Charters Series Editor
5. **Election of Chairman:** Dr Harvey Osborne
6. **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 Charters Series Editor: Dr Nicholas Karn
7. **Election of Council Members:** the following are eligible for re-election:
Revd Professor Sir Diarmaid MacCulloch, Kt,
Dr Jane Fiske,
Dr Kate Jewell,
Ms Kate Chantry, [Suffolk Archives]
Mr Charles Farrow [Norfolk Record Society],
Dr Keith Briggs [SIAH],
Mrs Vivienne Aldous
8. **Election of co-opted Council members:** Dr Joanne Sear, Dr John Greenacre
9. **Election of Independent Examiner:** Mrs Rosemary Unthank is proposed as Independent Examiner.
10. The 2023 Volume 66: *Records of Medieval Newmarket: Manor Court Rolls 1399-1413 and Manor Account Rolls 1403/4-1482/83* will be introduced by the editors, James Davis and Joanne Sear.
11. Votes of thanks

WINE AND LIGHT REFRESHMENTS WILL BE SERVED DURING THE MEETING

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The 59th AGM was held in Monks Eleigh village hall on Thursday 26th May 2022 at 7.30pm.

Apologies for Absence: Mr R Malster, Professor Revd Sir D MacCulloch, Dr N Karn and Dr K Briggs (Council) and 36 members of the Society.

The Acting Chairman, Dr Harvey Osborne welcomed everyone back to the Society's first face to face AGM since 2019. He wished to thank on behalf of the Society, the members of the Local History Group, Monks Eleigh Parish Council and the Trustees of Monks Eleigh Village Hall, in particular Mr David Mills, Ms Patti Derry and Mr Chris Eames. He also added for the benefit of the non-members present, what excellent value membership of the Society was, at just £15.

Since the last AGM the Society had lost two of its most stalwart and respected members: our President Dr David Dymond and our Chairman Mr Vic Gray. Fulsome tributes had been paid to both in various publications and online, since they had both earned huge respect for their academic careers and both had served with humility and modesty. Dr Heather Falvey had written the tribute to Dr Dymond in volume 64, and there had been others by Susan Dymond in the Guardian and Dr Mark Bailey on the SIAH website

Dr Osborne welcomed Professor Richard Smith and his wife Peggy. Professor Smith who has been invited by Council to become the Society's president, is Emeritus Professor of Historical Demography and Geography at Cambridge University, is a Fellow of Downing College and is on the Council of the Economic History Society.

1506 Minutes of the 58th Annual General Meeting (previously circulated)

The minutes of the 58th AGM held by Zoom in 2021 were signed by the Chairman. He also signed the minutes from the 57th AGM held in Melton in 2019. All in favour.

1507 Trustees' Annual Report for the year 2021-2022

The Annual report had been presented. All in favour.

1508 Financial Report

The Treasurer presented the annual accounts for the year 2021-2022. He was pleased with the return on the investments of 4%. Their level was set at medium risk. Through the good office of the Society's investment brokers, Charles Stanley, the value of the investments had increased by £5000. There was very little change to the Charters Series accounts since they had no investments. The adoption of the accounts was proposed by Peter Ledger and seconded by Mrs Christian. All in favour.

1509 Future volumes

Mr Sherlock paid tribute to Mrs Vivienne Aldous for producing such a magnificent volume on the Manorial Records of Monks Eleigh. He also paid tribute to John Weller whose bequest had largely funded the project. Volume 66 would be the Manorial Records of Newmarket, jointly edited by Dr Joanne Sear from University of Cambridge and currently editor of the Journal of SIAH and Dr James Davis from Queens University, Belfast. Mr Sherlock was thanked by Dr Osborne for continuing to oversee the production of fine academic volumes for the Society.

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1510 Charters Series

Dr Karn reported that Dr Vivien Brown has completed the text of her edition of the Bury St Edmunds Town Charters, and it is in the hands of the Charters Series editor. She is currently working on the Index. The Society intends to publish this large edition in two parts, and hopes that the first can be published at the end of 2022 or in early 2023.

1511 Election of Chairman

Dr Osborne vacated the chair and he was proposed by Mr Sherlock and seconded by Mrs Christian. All in favour.

1512 Election of Officers

The election of officers en bloc was proposed by Mrs Rosemary Mees, seconded by Mr Ray Whitehand. All in favour.

1513 Election of Council members

The election of 7 current Council members was proposed en bloc by Mrs Diana Maywhort and seconded by Mrs Mees. All in favour.

1514 Election of co-opted Council member

The election of Mrs Vivienne Aldous who was co-opted earlier in 2022 as a Council member was proposed by Mr C Mees and seconded by Mr Sherlock. All in favour.

1515 Election of President

Professor Richard Smith was proposed by Mr David Sherlock and seconded by Mrs Christian. All in favour.

1516 Election of Vice-Presidents

The following had all been invited by Council to become Vice-Presidents:

Dr David Allen, proposed by Charles Farrow and seconded by Dr Jane Fiske

Mrs Marion Allen, proposed by Mrs Vivienne Aldous and seconded by Mrs Claire Barker

Dr Vivien Brown proposed by Dr Jane Fiske and seconded by Dr Harvey Osborne.

All in favour.

1517 Election of Independent Examiner

Mrs Rosemary Unthank was proposed as Independent Examiner by Mrs C Mees and seconded by Dr K Jewell. All in favour.

1518 Volume 65: *Monks Eleigh Manorial Records, 1210-1683 edited and introduced by Mrs Vivienne Aldous.*

Dr Osborne thanked Mrs Aldous for launching the volume and for taking questions afterwards. He also thanked the Society's officers for their continued hard work throughout the year.

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TRUSTEES' ANNUAL REPORT FOR THE YEAR 2022/23

1. Trustees and Council members for the year were Dr Harvey Osborne (Chairman) Mrs Vivienne Aldous, Mrs Claire Barker, Dr Keith Briggs (SIAH representative), Ms Kate Chantry, Mrs Tanya Christian, Mr. Charles Farrow (NRS representative), Dr Jane Fiske, Dr Kate Jewell, Dr Nicholas Karn, Revd Professor Sir Diarmaid MacCulloch, Mr Clive Mees, Mr David Sherlock. Professor Richard Smith accepted Council's invitation to become President of the Society. Mr Clive Paine and Mr Robert Malster served as Vice-Presidents. Dr David Allen, Mrs Marion Allen and Mrs Vivien Brown also accepted invitations to be Vice-Presidents. Council consisted of six Honorary Officers and eight elected members.
2. The 2022 AGM was held at Monks Eleigh Village Hall where Volume 65 *Monks Eleigh Manorial Records, 1210-1683*, edited by Vivienne Aldous, was launched.
3. **MEMBERSHIP:** As of 1st January we had 305 members: 63 institutions and 242 individual members, including 4 Life Members. 2022 saw another drop in membership numbers but we are getting new ones joining via the website regularly, often from outside the county and from abroad.
4. **FINANCE:** It is pleasing to note a surplus for the year in our SRS finances. The reduction in subscription income has been offset by an increase in sales and royalties for the year. The Boydell and Brewer publisher cost of £5967 is for this year's publication of *Monks Eleigh Manorial Records*. Our postage costs are down for the year. Of concern is the reduction in the valuation of our investments. Down £7152 (-11.82%). Dividend return was 4%. Investment is pitched at medium risk for medium return. Investments are subject to market fluctuations. There is little to report in the Charters Series with a surplus for the year showing. Subscription income is down, however, royalty income has increased. There has been no significant expenditure.
5. **GENERAL SERIES:** The SRS will publish Volume 66 for 2023, *The Records of Medieval Newmarket* edited by James Davis and Joanne Sear. Future volumes will be *P.J.O. Trist's Diaries and maps concerning the 1953 East Coast Sea Floods* edited by Denise Parkinson, and *The First World War Diaries of George Punchard from Ipswich* edited by Paul Botwright.
6. **CHARTERS SERIES:** Dr Francis Young's volume on the Charters and Cartularies of the Franciscan Friars at Babwell will be published in 2023. Dr Vivien Brown is working on the Index to the Bury St Edmunds Town Charters, and the text is in the hands of the Charter Series editor. It will be published in two parts.
7. **WEBSITE:** The website is doing well and 104 books had been sold in 2022. The BBC Lucy Worsley programme on the Black Death meant copies were sold all over the world and it will now have to be digitised with about 7 other out of print volumes.
The first phase of the **Suffolk History Hub** is now live. It is hoped Phase Two adding digital material, will follow during 2023.
8. The Society will hope to meet at an AGM in Newmarket to launch volume 66, in May 2023.

Harvey Osborne
Chairman

February 2023

Suffolk Records Society

Statement of Receipts and Payments for the year ended 30 September 2022

	2022	2021		2022	2021
Subscriptions	4,976	5,052	Boydell & Brewer Ltd	5,967	4,141
Sales	2,017	1,226	Warehouse storage	335	367
Investment income	2,418	2,271	Postage	1,384	2,019
Royalties	943	199	AGM	420	207
Gift aid	755	690	Digitizing records	0	1,044
Donations	127	480	Web site hosting	1,147	720
Excess of payments over receipts	0	642	Management fees	727	722
			Sundries	791	1,340
			Excess of receipts over payments	465	0
	11,236	10,560		11,236	10,560
Excess of receipts over payments	465	0	Excess of payments over receipts	0	642
Increase in value of investments	0	4,249	Loss on sale of investments	0	0
Deficit to Accumulated Funds	6,687	0	Reduction in value of investments	7,152	0
			Surplus to Accumulated Funds	0	3,607
	7,152	4,249		7,152	4,249

Balance Sheet 30 September 2022

	2022	2021		2022	2021
Accumulated Funds	74,051	70,444	Cash at Bank	8,961	3,862
(Deficit)/Surplus	-6,687	3,607	Virgin Money	5,690	9,680
			Cash at Brokers	1,233	1,996
			Investments at Charles Stanley	51,480	58,513
	67,364	74,051		67,364	74,051

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
6th February 2023

Suffolk Records Society			Charter Series		
Statement of Receipts and Payments for the year ended 30 September 2022					
		2022	2021		
Subscriptions		311	461	Editor's expenses	160 0
Sales		121	362	Bank charges	90 87
Dividends and interest		12	17	Publishers	0 0
Royalties		233	68	Postage	30 25
Donation		0	36	Expenses	12 74
				Excess of receipts over payments	385 758
		677	944		677 944
Balance Sheet 30 September 2022					
		2022	2021		
Accumulated funds		13,635	12,877	Cash at bank	14,020 13,635
Surplus		385	758		
		14,020	13,635		14,020 13,635
I have examined the books and records of the Suffolk Records Society Charter Series and from the information supplied to me confirm that the accounts are in accordance with those records.					
Rosemary Unthank					
6th February 2023					

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE SUFFOLK RECORDS SOCIETY

I report on the Accounts of the Society for the year ended 30th September 2022

Respective Responsibilities of the Trustees and the Examiner.

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

It is my responsibility to:

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

Basis of the Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the 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 statement 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 proper accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the requirements of the Charities Acthave 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.

Rosemary Unthank
Chartered Accountant
Felixstowe

Date 6th February 2023