

# The British Society for Eighteenth Century Studies

## Index to the financial statements

	<b>Page</b>
Annual report of the executive committee	1 - 2
Independent examiner's report	3
Statement of financial activities	4
Balance sheet	5
Notes to the financial statements	6
Schedules to the statement of financial activities	7 – 8

## **The British Society for Eighteenth Century Studies**

**Annual report of the Executive committee for the year ended 30 November 2002**

### **The Society**

The British Society for Eighteenth Century Studies is an unincorporated society and is a registered charity, number 299756. A formal constitution was drafted by the Society and approved at an Annual General Meeting of the Society on 4 January 1989.

### **The officers**

The officers of the Society during the year were:

President:	Professor Derek Hughes
Vice President:	Professor Frank O’Gorman
Secretary:	Dr Mark Ledbury
Treasurer:	Dr Brian Norman

The officers are elected at each Annual General Meeting and are eligible for re-election, except that the President shall not normally be eligible for re-election on more than two successive occasions.

### **Executive committee**

The following individuals were members of the executive committee during the year:

President:	Professor Derek Hughes
Past President:	Professor Janet Todd
Vice President:	Professor Frank O’Gorman
Hon Secretary:	Dr Mark Ledbury
Hon Treasurer:	Dr Brian Norman
Journal Editor:	Professor John Dunkley
Bulletin Editor:	Dr Glynis Ridley
Ordinary Members:	Dr Valerie Rumbold Dr Paulina Kewes Ms Kimberly Chrisman Dr Chris Mounsey

## **The British Society for Eighteenth Century Studies**

**Annual report of the Executive committee for the year ended 30 November 2002  
(continued)**

### **Object of the Society**

The object of the Society is the advancement of public education in particular by the promotion of study of the cultural history of the eighteenth century.

### **Principal activities**

In furtherance of its objectives the Society engaged in the following main activities during the year:

- 1 Completed the production of volumes 25.1 and 25.2 of its journal;
- 2 Produced and distributed 3 bulletins;
- 3 Held a conference at Cambridge;
- 4 Held full committee meetings in March and September and arranged for the 2003 conference at Oxford.

### **Review of activities and financial position**

The executive committee were pleased with the activities arranged and managed by the Society during the year.

The deficit for the year is set out in the statement of financial activities on page 4.

The Society's unrestricted reserves at 30 November 2002 amounted to £58,490 and restricted reserves were £3,499 making total reserves of £61,989.

The executive committee consider the financial position of the Society at 30 November 2002 to be satisfactory.

## **The British Society for Eighteenth Century Studies**

### **Independent examiner's report to the Executive committee of The British Society for Eighteenth Century Studies**

We report on the financial statements of the Society for the year ended 30 November 2002 which are set out on pages 4 to 8.

#### **Respective responsibilities of executive committee**

As the Society's executive committee you are responsible for the preparation of the financial statements; you consider that the audit requirement of section 43(2) of the Charities Act 1993 does not apply. It is our responsibility to state, on the basis of the procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to our attention.

#### **Basis of independent examiner's report**

Our 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 financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as the executive committee concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an opinion on the view given by the financial statements.

#### **Independent examiner's statement**

In connection with our examination, no matter has come to our attention:

- (1) which gives us reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 41 of the Act; and
  - to prepare financial statements which accord with the accounting records and to comply with the accounting requirements of the Acthave not been met; or
- (2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Brian Collins  
on behalf of  
**Reeves & Neylan**  
Chartered Accountants  
Chatham Maritime

20 December 2002

# The British Society for Eighteenth Century Studies

## Statement of financial activities for the year ended 30 November 2002

	Unrestricted Funds £	Restricted Funds £	2002 Total £	2001 Total £
<b>Income</b>				
Subscriptions received	11,946	-	11,946	8,759
Less: Bank charges	<u>(568)</u>	<u>-</u>	<u>(568)</u>	<u>(432)</u>
	11,378	-	11,378	8,327
Deposit account interest	1,082	147	1,229	2,712
(Deficit)/surplus on Conference account (schedule 3)	<u>(70)</u>	<u>-</u>	<u>(70)</u>	<u>8,475</u>
	12,390	147	12,537	19,514
<b>Direct charitable expenditure</b>				
Affiliation fees (schedule 1)	550	-	550	525
Journal/bulletin (schedule 2)	9,731	-	9,731	9,281
Postage and telephone	52	-	52	103
Accountancy fees	529	-	529	511
I T expenses	2,727	-	2,727	-
Sundry expenses	<u>1,881</u>	<u>-</u>	<u>1,881</u>	<u>2,331</u>
	15,470	-	15,470	12,751
<b>Net movements in funds</b>	<b>(3,080)</b>	<b>147</b>	<b>(2,933)</b>	<b>6,763</b>
Fund balances 1 December 2001	<u>61,570</u>	<u>3,352</u>	<u>64,922</u>	<u>58,159</u>
<b>Fund balances 30 November 2002</b>	<b><u>58,490</u></b>	<b><u>3,499</u></b>	<b><u>61,989</u></b>	<b><u>64,922</u></b>

## The British Society for Eighteenth Century Studies

### Balance sheet As at 30 November 2002

	2002 £	2001 £
<b>Current assets</b>		
Deposit account	61,248	60,086
Current account	32,382	20,300
Building society account	3,469	3,351
Other debtors	336	448
Prepayments	1,589	2,759
	<hr/>	<hr/>
	99,024	86,944
	<hr/>	<hr/>
<b>Current liabilities</b>		
Creditors and accruals	6,188	6,061
Deferred income	30,847	15,961
	<hr/>	<hr/>
	37,035	22,022
	<hr/>	<hr/>
<b>Net current assets</b>	61,989	64,922
	<hr/> <hr/>	<hr/> <hr/>
<b>Funds</b>		
Restricted fund – Mason lecture	3,499	3,352
Unrestricted fund	58,490	61,570
	<hr/>	<hr/>
	61,989	64,922
	<hr/> <hr/>	<hr/> <hr/>

On behalf of the executive committee I approve these financial statements and confirm that I have made available all relevant records and information for their preparation.

**Dr Brian Norman**  
Honorary Treasurer

20 December 2002

# The British Society for Eighteenth Century Studies

## Notes to the financial statement for the year ended 30 November 2002

### 1) Accounting policies

The financial statements have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice on accounting by charities.

#### Income

Subscriptions are credited to the statement of financial activities in the year in which they are received.

Income received in respect of lectures or conferences is credited to the statement of financial activities in the year in which the lecture or conference takes place.

2) Conference fund	2002 £	2001 £
<b>January 2002 conference in Cambridge</b>		
Conference fees received	34,166	29,838
<b>Less:</b> Deposit paid and expenses incurred	(34,236)	(21,363)
	<hr/>	<hr/>
Total taken to statement of financial activities	(70)	8,475
	<hr/> <hr/>	<hr/> <hr/>
<b>January 2003 conference in Oxford</b>		
Conference fees received	30,847	15,961
<b>Less:</b> Expenses incurred	(1,589)	(2,759)
	<hr/>	<hr/>
Total taken to balance sheet	29,258	13,202
	<hr/> <hr/>	<hr/> <hr/>

## The British Society of Eighteenth Century Studies

### Notes to the financial statements for the year ended 30 November 2002 (continued)

<b>Schedule 1</b>	<b>2002</b>	<b>2001</b>
	<b>£</b>	<b>£</b>
<b>ISECS affiliation fees</b>		
Paid in the year	500	500
<b>Less:</b> Provision at 1 December 2001	(550)	(525)
	—	—
	(50)	(25)
<b>Add:</b> Provision at 30 November 2002	600	550
	—	—
Charge for year per statement of financial activities	550	525
	—	—
	=====	=====
<b>Schedule 2</b>	<b>2002</b>	<b>2001</b>
	<b>£</b>	<b>£</b>
<b>Journal</b>		
<u>BJECS 25.1</u>		
Paid in the year	9,323	9,231
<b>Less:</b> Provision at 1 December 2001	(5,000)	(4,500)
	—	—
	4,323	4,731
<u>BJECS 25.2</u>		
<b>Add:</b> Provision at 30 November 2002	5,059	5,000
	—	—
Net cost of journal for the year	9,382	9,731
	—	—
	=====	=====

## The British Society of Eighteenth Century Studies

### Notes to the financial statements for the year ended 30 November 2002 (continued)

<b>Schedule 2 (continued)</b>	<b>2002</b>	<b>2001</b>
	<b>£</b>	<b>£</b>
<b>Bulletin</b>		
Paid in the year	349	-
<b>Less:</b> Provision at 1 December 2001	-	(450)
	<hr/>	<hr/>
	349	(450)
<b>Add:</b> Provision at 30 November 2002	-	-
	<hr/>	<hr/>
Net cost of bulletin for the year	349	(450)
	<hr/> <hr/>	<hr/> <hr/>
<b>Net cost of journal and bulletin for the year</b>	<b>9,731</b>	<b>9,281</b>
	<hr/> <hr/>	<hr/> <hr/>
 <b>Schedule 3</b>	 <b>2002</b>	 <b>2001</b>
	<b>£</b>	<b>£</b>
<b>Conference account – Cambridge 2002</b>		
Fees	34,166	29,838
Expenses	(34,236)	(21,363)
	<hr/>	<hr/>
Net cost per note 2	(70)	8,475
	<hr/> <hr/>	<hr/> <hr/>

#### **Schedule 4**

##### **ISECS affiliation fees**

A provision of £600 has been made in respect of the outstanding affiliation fees due to ISECS for 2002, which will be paid in 2003.

##### **Journal**

A provision of £5,059 has been made in respect of the production and mailing cost of volume 25.2 of the journal.

##### **Sundry expenses**

Sundry expenses per the statement of financial activities consist primarily of committee meeting expenses and the reimbursement of the committee members' travelling expenses incurred in representing the Society.

# **The British Society for Eighteenth Century Studies**

**Financial statements  
For the year ended 30 November 2002**