

299756

The British Society for Eighteenth Century Studies

**Financial statements
For the year ended 30 November 2004**

No 2
ACCOUNTS
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The British Society for Eighteenth Century Studies

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The British Society for Eighteenth Century Studies

Annual report of the Executive committee for the year ended 30 November 2004

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 Frank O'Gorman
Vice President:	Professor John Dunkley
Administrative secretary:	Dr Gavin Budge
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 Frank O'Gorman
Past President:	Professor Derek Hughes
Vice President:	Professor John Dunkley
Administrative secretary:	Dr Gavin Budge
Treasurer:	Dr Brian Norman
Journal Editor:	Dr Chris Mounsey
Bulletin Editor:	Dr Michael Burden
Membership secretary:	Dr Gary Day
Ordinary Members:	Dr Matthew Grenby Professor Philip Smallwood Professor Diana Donald Professor Penelope Corfield Ildiko Csengei

The British Society for Eighteenth Century Studies

**Annual report of the Executive committee for the year ended 30 November 2004
(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 27.1 and 27.2 of its journal;
- 2 Held a conference at Oxford;
- 3 Held full committee meetings in March and October and arranged for the 2005 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 surplus for the year is set out in the statement of financial activities on page 4.

The Society's unrestricted reserves at 30 November 2004 amounted to £77,297 and restricted reserves were £3,792 making total reserves of £81,089.

The executive committee consider the financial position of the Society at 30 November 2004 to be satisfactory.



Dr Brian Norman
Honorary Treasurer

22 December 2004

The British Society for Eighteenth Century Studies

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

I report on the financial statements of the Society for the year ended 30 November 2004 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 my 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 my attention.

Basis of independent examiner's report

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 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 I do not express an opinion on the view given by the financial statements.

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 41 of the Act; and
- to prepare financial statements which accord with the accounting records and to comply with the accounting requirements of the 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 financial statements to be reached.



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

22 December 2004

The British Society for Eighteenth Century Studies

Statement of financial activities for the year ended 30 November 2004

	Unrestricted Funds £	Restricted Funds £	2004 Total £	2003 Total £
Income				
Subscriptions received	11,540	-	11,540	10,692
Less: Bank charges	<u>(757)</u>	<u>-</u>	<u>(757)</u>	<u>(502)</u>
	10,783	-	10,783	10,190
Deposit account interest	2,100	153	2,253	1,693
Surplus on Conference account (schedule 3)	16,449	-	16,449	15,372
	<u>29,332</u>	<u>153</u>	<u>29,485</u>	<u>27,255</u>
Direct charitable expenditure				
Affiliation fees (schedule 1)	615	-	615	850
Journal/bulletin (schedule 2)	12,190	-	12,190	11,514
Postage and telephone	106	-	106	80
Accountancy fees	570	-	570	546
ASECS for ISECS Bursary – Los Angeles Conference	-	-	-	1,500
IT expenses	4,760	-	4,760	1,684
Sundry expenses	1,025	-	1,025	1,063
Travel to Los Angeles and Lisbon conferences	887	-	887	-
Memorial exhibition catalogue	250	-	250	-
	<u>20,403</u>	<u>-</u>	<u>20,403</u>	<u>17,237</u>
Net movements in funds	8,929	153	9,082	10,018
Fund balances 1 December 2003	68,368	3,639	72,007	61,989
Fund balances 30 November 2004	<u><u>77,297</u></u>	<u><u>3,792</u></u>	<u><u>81,089</u></u>	<u><u>72,007</u></u>

The British Society for Eighteenth Century Studies

Balance sheet As at 30 November 2004

	2004 £	2003 £
Current assets		
Deposit account	86,600	90,755
Current account	20,606	19,317
Building society account	3,639	3,639
Other debtors	748	340
	<hr/>	<hr/>
	111,593	114,051
	<hr/>	<hr/>
Current liabilities		
Creditors and accruals	6,490	7,026
Deferred income (note 2)	24,014	35,018
	<hr/>	<hr/>
	30,504	42,044
	<hr/>	<hr/>
Net current assets	81,089	72,007
	<hr/> <hr/>	<hr/> <hr/>
Funds		
Restricted fund – Mason lecture	3,792	3,639
Unrestricted fund	77,297	68,368
	<hr/>	<hr/>
	81,089	72,007
	<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

22 December 2004

The British Society for Eighteenth Century Studies

Notes to the financial statement for the year ended 30 November 2004

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 conferences is credited to the statement of financial activities in the year in which the conference takes place.

2) Conference fund (deferred income)	2004 £	2003 £
January 2005 conference in Oxford		
Conference fees received	24,607	35,617
Less: Expenses incurred	(593)	(599)
	<hr/>	<hr/>
Total taken to balance sheet	24,014	35,018
	<hr/> <hr/>	<hr/> <hr/>

The British Society of Eighteenth Century Studies

Notes to the financial statements for the year ended 30 November 2004 (continued)

Schedule 1	2004 £	2003 £
ISECS affiliation fees		
Paid in the year	715	550
Less: Creditor at 1 December 2003	(900)	(600)
	—	—
	(185)	(50)
Add: Creditor at 30 November 2004	800	900
	—	—
Charge for year per statement of financial activities	615	850
	==	==
Schedule 2	2004 £	2003 £
Journal		
<u>BJECS 27.1</u>		
Paid in the year	11,868	10,993
Less: Creditor at 1 December 2003	(5,580)	(5,059)
	—	—
	6,288	5,934
<u>BJECS 27.2</u>		
Add: Creditor at 30 November 2004	5,120	5,580
	—	—
Net cost of journal for the year	11,408	11,514
	==	==

The British Society of Eighteenth Century Studies

Notes to the financial statements for the year ended 30 November 2004 (continued)

Schedule 2 (continued)	2004 £	2003 £
Bulletin		
Paid in the year	782	-
Less: Creditor at 1 December 2003	-	-
	<hr/>	<hr/>
	-	-
Add: Creditor at 30 November 2004	-	-
	<hr/>	<hr/>
Net cost of bulletin for the year	782	-
	<hr/> <hr/>	<hr/> <hr/>
Net cost of journal and bulletin for the year	12,190	11,514
	<hr/> <hr/>	<hr/> <hr/>

Schedule 3	2004 £	2003 £
Conference account – Oxford 2004		
Fees	47,161	37,543
Expenses	(30,712)	(22,171)
	<hr/>	<hr/>
Surplus/(deficit) taken to statement of financial activities	16,449	15,372
	<hr/> <hr/>	<hr/> <hr/>

Schedule 4

ISECS affiliation fees

A creditor of £800 has been included in respect of the outstanding affiliation fees due to ISECS for 2004, which will be paid in 2005.

Journal

A creditor of £5,120 has been included in respect of the production and mailing cost of volume 27.2 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/administrative expenses incurred in representing the Society.