

Guild of One-Name Studies CIO

Annual Report and Financial Statements

For the year ended 31 August 2024



Guild of One-Name Studies CIO
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Registered Charity No. 1197944

GUILD OF ONE-NAME STUDIES CIO

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GUILD OF ONE-NAME STUDIES CIO

Trustees' Annual Report for the year ended 31 August 2024

The Trustees present their annual report and financial statements for the year ended 31 August 2024 for the Guild of One-Name Studies CIO, otherwise known as either the Guild of One-Name Studies or the Guild.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (as amended for accounting periods commencing from 1 January 2016).

OBJECTIVES

The objectives of the Guild of One-Name Studies are:

- To advance the education of members and the public in one-name studies, and
- To promote the preservation and publication of the data from one-name studies and to maximise its accessibility to interested members of the public.

The Guild aims to be the worldwide centre of excellence in One-Name Studies and to promote the interests of both individuals and groups who are engaged in them. Through its programme of activities, the Guild provides the means to share, exchange and publish information about One-Name Studies. It also seeks to encourage and assist those interested in One-Name Studies by means of conferences, seminars and other activities and projects.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Guild is managed in accordance with the Guild Constitution approved by the membership on 16 February 2022 for its incorporation as a CIO. The appointed Trustees are responsible for administering the affairs of the Guild with volunteer Postholders, Teams, and Committees designated to manage various tasks. The Trustees elect the Guild Officers from amongst the Trustees, namely Chairman, Vice Chairman, Secretary and Treasurer.

The Guild membership also appoints Honorary Officers to serve as advisors.

During the year, the Trustees designated another appointed officer position of Assistant Treasurer. No appointment has been made.

In 2023 all the Trustees at the inception of the CIO stood for the first year, apart from one. No election was required prior to the 2023 AGM as the number of continuing Trustees and members nominated to become a Trustee fell below nine.

The Trustees can co-opt from the Membership an additional two Trustees who have special needed skills. The Trustees can also co-opt additional Trustees from the Membership to fill any open Trustee positions. Any co-option is only for the duration of the year. There were 4 Trustee co-options during the year with two of the co-opted Trustees resigning.

One third of the elected Trustees, based on seniority, retire each year, and the members can elect new Trustees each year to fill the quota of nine Trustees. These elected Trustees are appointed to serve at the following AGM.

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The Trustees from the 2023 AGM to the end of August 2024 were as follows:

Trustee Name	Officer	Last Appointment	Term Ending	Notes
Jean-Marc Bazzoni	Secretary			Co-Opted May 2023; Resigned as Trustee and Secretary Nov 2023
Matthew Betts				Co-Opted May 2023; Resigned July 2023.
Marie Byatt	Vice Chairman		2025 AGM	Resigned as Trustee and Vice Chairman April 2024
Tracy Care	Treasurer	16 Feb 2023	2026 AGM	
Samantha Godley			2025 AGM	Co-opted 9 July 2024, Resigned October 2024.
Julie Goucher	Chairman	16 Feb 2023	2025 AGM	
Christopher Gray		16 Feb 2023	2026 AGM	
John B Lisle	Secretary	16 Feb 2023	2025 AGM	Appointed Secretary 20 May 2024
Pauline Neil		2024 AGM	2024 AGM	Co-opted 5 Sept 2023
Karen Rogers	Vice Chairman	16 Feb 2023	2026 AGM	Appointed Vice Chairman April 2024

The Treasurer is required to keep proper books of accounts in respect of all sums of money received and expended by the Guild. The Treasurer prepares financial statements for each financial year that provide a true and fair view of the financial affairs of the Guild and of the surplus or deficit of the funds of the Guild for that period.

In preparing these financial statements, the Trustees are required (unless it is inappropriate to assume that the Guild will continue to exist) to:

- Select suitable accounting policies and apply them consistently
- Make judgements and estimates that are appropriate and prudent
- Prepare financial statements on the basis that the Guild is a going concern.

The Trustees are also responsible for safeguarding the assets of the Guild and taking reasonable steps to prevent fraud and other irregularities.

The Guild currently has no salaried staff. All activities and services are undertaken by the unpaid voluntary efforts of its members, known as postholders whose positions are appointed by the Trustees.

The Guild is indebted to its many volunteers, whose support continues to be crucial to the success of the Guild. However, as many organizations are seeing, the Guild is experiencing difficulties in recruiting volunteers for several key roles. The Trustees may have to consider some hiring if no volunteers are available for key roles.

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Administrative Activities

- **Annual General Meeting (AGM)**

The AGM took place on 31 May 2024 in accordance with the Guild Constitution and was held online via Zoom.

- **Trustees Meetings**

The Trustees meet regularly online via Zoom and via Email to manage and monitor Guild activities. Their activities are reported to the membership via the Chairman's Newsletter and the Minutes published on the Guild website. The Reporting teams present to the Trustees on a prescribed timeline.

The Trustees met on nine occasions during the year, with a further four meetings to discuss strategic planning.

The Trustees concluded work to register the Guild of One-Name Studies as a Charitable Incorporated Organisation (CIO), and for the transfer of assets, liabilities and members on 30 September 2022. On 21 August 2023 a decision was made to merge the old charity into the new charity.

- **Committees and Teams**

The Guild may establish committees to carry forward the objectives of the Guild. The Guild's Rules & Procedures require that the Guild Chairman and Treasurer are ex-officio members of all committees. In the old Charity, committees were known as subcommittees.

Guild Committees hold meetings online via Zoom and Email as needed. During the year, the Guild had one committee, formerly known as SemSub, that was chartered to organize live seminars within the UK.

Seminar Committee (became the Seminar Team in 2024/2025)

- **Reporting Teams**

The Trustees organized the Postholders, Committees, and Working Teams into reporting teams, headed by a Trustee, that provide periodic feedback to the Trustees on their activities.

The Trustees have also organized several reporting teams, administered by a Trustee, to provide periodic reports to the Trustees on the status of the various postholder activities within the team,

Chairman's Team - Guild Chairman
Outreach Team - Karen Rogers
Education Team - Julie Goucher
IT Team - Chris Gray
Members Support Team - Pauline Neil
Treasury Team - Guild Treasurer

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- **Working Teams**

Working Teams are groups of volunteers, usually organized by a Postholder, to accomplish some ongoing function.

- Conference Team
- Marketing Action Team
- UK Regional Reps Team
- Rest of World Regional Reps Team
- Seminar Team
- Web Team
- Blog Team
- Indexes Team
- Newswatch Team
- Library Team

ACHIEVEMENTS AND PERFORMANCE

Membership

The membership of the Guild of One-Name Studies as of 31 August 2024 was 2,326 (compared to 2,436 at 31 August 2023).

	UK	Australia	Canada	NZ	USA	Other	Total
Membership as of 31 August 2024	1,667	165	91	66	270	22	2,326
Membership as of 31 August 2023	1,751	170	94	73	273	75	2,436

Events Attended

The Guild attended a variety of events across the year. These ranged from within the UK to global and both in person and virtual events.

UK:

- | | |
|----------------|---|
| September 2023 | Family History Show London, Kempton Park |
| January 2024 | East Surrey Fabulous Family History Fair (virtual), |
| February 2024 | Family History Show Online |
| February 2024 | Berkshire Heritage Fair online |
| May 2024 | Sussex Family History Group AGM, University of Sussex |
| July 2024 | Hampshire Genealogical Society Golden Jubilee Eve |

United States:

- | | |
|--------------|--------------------------------------|
| October 2023 | Wisconsin State Genealogy Society |
| March 2024 | Roots Tech 2024 - Attended Virtually |

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Presentations

Guild members provided talks to other organisations about one-name study related themes. During the year these included talks to the Canberra Family History Society (Australia), Massachusetts Society of Genealogists (United States) and talks at the Society of Genealogists and various local family history societies in the UK.

Representation

During the year the Guild has been represented at meetings of various national family history associations:

- the Australasian Federation of Family History Organisations (AFFHO)
- the Scottish Association of Family History Societies (SAFHS)
- the Association of Family History Societies of Wales (AFHSW)
- the National Genealogical Society (NGS) in the United States.

ACTIVITIES

Educational Activities

The Guild continues to provide various educational opportunities to both members and non-members alike regarding researching surnames and methodology in building and maintaining a study. The Guild offers seminar, webinar, and conference sessions and has continued a relationship with Pharos Tutors and Teaching.

• Publications

The Guild provides a variety of publications to members and the public.

- The quarterly Journal of One-Name Studies (JOONS) is published under the editorship of Jean-Marc Bazzoni and is available in printed and electronic formats. This is available to all members and non-members and organizations may subscribe to it. Copies of older issues are available online to the public.
- The Register of One-Name Studies is available in printed and electronic formats. The Guild published the 40th edition of the annual Register of One-Name Studies which was distributed to all subscribing members and to subscribing record offices and libraries.
- Booklets relating to One-Name Studies, including Seven Pillars of Wisdom: The Art of One-Name Studies and Researching Surnames: A guide to One-Name Studies Guild, are available for sale to members of the public.

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- **Online Facilities**

The Guild has several websites for the members and the public that provide both information for research and services.

- The Guild website <https://one.name.org> provides information to members and the public.
- A Members' Handbook providing guidance for members.
- A Study Profile facility to enable members to create their own searchable One-Name Study web page, accessible by the public.
- The Members Website Program (MWP) and the Guild Blog Program (GBP) are providing options for members to create websites for their studies, which are accessible by the public and offering preservation of the sites to members.
- Several communication channels, including a mailing list, a closed Facebook groups and Guild Web Forum, where members can exchange ideas, discuss research and alert members to useful sources of genealogical data.
- Public Facebook page and Twitter account for communicating with the public.
- Guild email aliases to assist members in communicating with the public whilst shielding their private email address from public view
- Indexes of data available to members, including births, marriages, deaths and probates.
- Indexes of data are also available to the public, including marriages, inscriptions and newspapers. Indexes are not only an online facility but also a means of preserving one-name study data.
- An Online Library containing digitised images of members' research.
- A listing of Members who are available to speak on various one-name, surname study, and family history topics.
- Numerous vendor discounts offered to Guild members.

- **Member Support and Services**

- A free / toll-free phone line in the UK, North America and Australia to enable members and the public to contact the Guild by phone
- A mailbox, guild@one-name.org, to enable members and the public to contact the Guild by email
- A mentoring scheme to support members with their research and studies.
- A range of look-up services to members to assist in the collection of genealogical data
- Marriage Challenges, in which members volunteer to search for marriage entries in the deposited Parish Registers for a particular Registration District mainly, but not exclusively, in England and Wales
- A Newswatch project in which members volunteer to pass on published news of surnames from local newspapers and other sources to relevant members.
- Advice to members on using DNA testing to support One-Name Studies
- A discount on Y-DNA and autosomal DNA kits.

- **Third Party Educational Courses**

The Guild has an ongoing relationship with **Pharos Tutors**, who have three online courses which have been taken successfully by members and others for many years: an Introductory, a practicalities and an advanced course on One-Name Studies. Pharos offers Guild members a discount of 15% on these courses and on any other course which does not require assessment. Guild members who undertake the Advanced course are also able to claim a discount on the assessed course.

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- **Study and Research Preservation**

The Guild continues to promote the preservation of a member's study materials for the benefit of members and future researchers.

- The Members Websites Program (MWP) is a service to allow members to preserve a working copy of their study website. A member can host their website with the Guild while they are developing their study and then after they leave the Guild, it will be preserved as they left it as a continuing resource for members and the public, and also as an initial resource for another member continuing the study.
- The Guild Blog Program (GBP) is an extension of the MWP to allow a member to add a simple WordPress blog to an MWP genealogy site. A member may also have a blog sites for their personal family history writings not associated with any registered study. As with the MWP, these sites will be preserved after the member leaves the Guild.
- An agreement with FamilySearch to enable members to preserve their genealogies in a form that cannot be further edited but also be searchable by the public.
- Providing support to preserve studies and research materials when a member is no longer able to continue with their studies.
- Providing a Library for members to store their research material, either as a back-up for on-going research or as a preservation facility for members who have taken their study as far as they are able. It is available to all members and past members but will only hold one-name material.
- Members may deposit their one-name research, in digital or paper form, in the Guild Library. During the year the Guild accepted the deposit of more research materials from members.
- A book library of one-name study publications made available to members on a loan basis.

- **Annual Guild Conference**

The Guild hosts a three-day Annual Conference to educate and train Guild members and the General Public. Some of the sessions are recorded and published online at the Guild Website for members to view.

The 2024 Annual Conference was held at The Holiday Inn in Newport, Wales, between 19 and 21 April 2024.

- **Seminars**

During 2024 the Guild continued to offer public seminars on various topics of interest in the UK which were open to members and the General Public. These Seminars are normally recorded with the recordings available to members on the Guild website.

During 2024, two seminars were arranged:

February 2024:	Working the Land (Bearley, Stratford-upon-Avon)
July 2024:	Tips and Wrinkles for One-Name Studies (Littleton)

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- **Webinars**

The Guild presents online Webinars on a periodic basis that are open to all members and the General Public. These recordings are published on the Guild Website to later viewing by Guild members.

The Guild ran the following webinars during 2024:

January 2024:	Implications of Hardwicke's Marriage Act in Genealogical research
February 2024:	Women's work: Lives in Stitches.
March 2024:	The Internet Archives - A Genealogists Dream Collection
April 2024:	Introduction to Irish Family History Research
May 2024:	Where there's a will, there is a lawyer
July 2024:	Behind the scenes of a One-Name Study gathering
August 2024:	History of Straits Settlement (Penang)
September 2024:	Most Surnames come from Somewhere

- **Regional Meetings**

Many of the Guild Regional organizations provide periodic meetings, both in person and on Zoom that are generally open to all members.

- **Mentoring Zoom Meetings**

Periodic mentoring and socialising meetings for members and acquaintances were held weekly in two different time zones.

FINANCIAL REVIEW

Income for the year was £82,573 (2023 - £214,684 which included £124,051 relating to the transfer of funds from Guild of One-Name Studies, resulting in recurring income of £90,633). Expenditure for the year was £94,125 (2023 - £85,340) resulting in a deficit of £11,552 (2023 - Surplus of £129,344).

Reserves

The Trustees have reviewed the level of reserves that the Guild needs to sustain its operations. The review concluded that a general reserve equivalent to approximately six months' unrestricted fund expenditure should continue to be set. Based on 2023/2024 this is £30,000 (2023 - £30,000). The fund currently stands at £89,452 (2023 - £106,456). This provides sufficient funds to cover management, administration and support costs of the Guild and will assist the funding of the anticipated increases in project expenditure and Guild services, as well as marketing activities to increase membership.

Designated funds

The Guild has designated two funds as set out in note 16 totalling £20,127 (2023 - £14,458):

- The **digitization of member study material**. This also includes funds paid in advance for **Term memberships**. The relevant income will be released to the accounts in the relevant financial year;
- The consideration of the **Members' Website Program** in respect of "possible future software expenditure" and to augment this by a small margin on software costs and by donations received.

Restricted fund

The Guild received a bequest of £10,000 which was to be spent on the Teece surname study. The restricted fund unspent at the year end was £8,213 (2023 - £8,430). The Trustees will continue to monitor this reserve against the likelihood of it being needed.

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Professional Advisors

Bankers:

Virgin Money, 7 Gold Street, Northampton, NN1 1EN

Independent Examiner:

M A Wilkes, FCA, Azets Audit Services, Delandale House, 37 Old Dover Road, Canterbury CT1 3JF

Risk Assessment

The Trustees have reviewed the financial and other major risks to which the Guild of One-Name Studies is exposed and have established procedures to manage those risks.

The Trustees present their report and accounts for the year ended 31 August 2023. These have been prepared in accordance with statutory requirements and Statement of Recommended Practice (SORP) issued by the Charity Commission.

Trustees' responsibilities statement

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the financial affairs of the charity and of the incoming resources and application of resources of the charity for that year.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently.
- observe the methods and principles in the Charities SORP.
- make judgments and accounting estimates that are reasonable and prudent.
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on

and signed on their behalf by

Julie Goucher
Chairman

GUILD OF ONE-NAME STUDIES

Independent Examiner's report to the Guild of One-Name Studies (the 'charity') For the year ended 31 August 2024

I report on my examination of the accounts of the charity for the year ended 31 August 2024 as set out on pages 11 to 22.

Responsibilities and basis of report

As the charity's Trustees you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of your charity's accounts as carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5) (b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in any material respect:

- the accounting records were not kept in accordance with section 130 the 2006 Act; or
- the accounts did not accord with those records; or
- the accounts did not comply with the applicable accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

M A Wilkes (FCA)
Azets Audit Services
32 - 33 Watling Street
Canterbury
Kent
CT1 2AN

Date:

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Statement of financial activities (Including income and expenditure account) For the year ended 31 August 2024

	Notes	Unrestricted fund 2024 £	Restricted fund 2024 £	Total 2024 £	2023 £
Income from:					
Transfer of funds from Guild of One-Name Studies		-	-	-	124,051
Donations and legacies	2	49,587	-	49,587	54,867
Charitable activities	3	27,364	-	27,364	30,276
Other trading activities	4	4,931	-	4,931	5,238
Interest received		691	-	691	252
Total		82,573	-	82,573	214,684
Expenditure on:					
Raising funds	5	7,630	-	7,630	10,458
Charitable activities	6	86,278	217	86,495	74,882
Total		93,908	217	94,125	85,340
Net movement in funds		(11,335)	(217)	(11,552)	129,344
Fund balances					
Brought forward		120,914	8,430	129,344	-
Carried forward		109,579	8,213	117,792	129,344

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

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Comparative Statement of financial activities (Including income and expenditure account) For the year ended 31 August 2024

	Notes	Unrestricted fund 2023 £	Restricted fund 2023 £	Total 2023 £
Income from:				
Transfer of funds from Guild of One-Name Studies		115,036	9,015	124,051
Donations and legacies		54,867	-	54,867
Charitable activities	2	30,276	-	30,276
Other trading activities	3	5,238	-	5,238
Interest received	4	252	-	252
Total		205,669	9,015	214,684
Expenditure on:				
Raising funds	5	10,458	-	10,458
Charitable activities	6	74,297	585	74,882
Total		84,755	585	85,340
Net movement in funds		120,914	8,430	129,344
Fund balances				
Brought forward		-	-	-
Carried forward		120,914	8,430	129,344

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

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BALANCE SHEET

As at 31 August 2024

	Notes	2024 £	2024 £	2023 £	2023 £
Fixed assets					
Tangible assets	10		253		514
Current assets					
Stock		15,076		12,672	
Debtors	11	40,204		24,796	
Cash at bank and in hand		125,109		137,171	
		<u>180,389</u>		<u>174,639</u>	
Creditors: amounts falling due within one year	12	<u>(39,756)</u>		<u>(25,018)</u>	
Net current assets			140,633		149,621
Creditors: amounts falling due after one year	13		(23,094)		(20,791)
Total assets			<u><u>117,792</u></u>		<u><u>129,344</u></u>
Funds					
Restricted funds	15		8,213		8,430
<u>Unrestricted funds:</u>					
Designated funds	16	20,127		14,458	
Unrestricted general fund		<u>89,452</u>		<u>106,456</u>	
			<u>109,579</u>		<u>120,914</u>
	17		<u><u>117,792</u></u>		<u><u>129,344</u></u>

The financial statements were approved by the Trustees on
signed on their behalf by:

and

J Goucher
Chair of Trustees

GUILD OF ONE-NAME STUDIES

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2024

1. Accounting policies

a. Accounting convention

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

b. Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

c. Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

d. Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Voluntary income including donations and gifts and conference income are included in full in the SOFA when receivable.

Term memberships are included in the SOFA in equal instalments over the length of the term. Life memberships are included in equal instalments over a period of 20 years. Subscriptions run to 31 October and are included in the SOFA for the year to which they relate.

Income from the sale of goods is recognised when the significant risks and rewards of ownership of the goods have passed to the buyer (usually on the dispatch of the goods), the amount of income can be measured reliably, it is probable that the economic benefits associated with the transaction will flow to the charity and the costs incurred or to be incurred in respect of the transaction can be measured reliably.

GUILD OF ONE-NAME STUDIES

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2024

1. Accounting policies (continued)

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

e. Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters. Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities and Governance costs are costs incurred on the charity's educational operations, including support costs and costs relating to the governance of the charity apportioned to charitable activities.

f. Tangible fixed assets

Assets costing £250 or more are capitalised as tangible fixed assets and are carried at cost, net of depreciation and any impairment.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and Fittings - 25% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/ (expenditure) for the year.

g. Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

h. Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

GUILD OF ONE-NAME STUDIES

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2024

1. Accounting policies (continued)

i. Financial instruments

The charity only holds basic financial instruments as defined in FRS 102. The financial assets and financial liabilities of the charity and their measurement basis are as follows:

Financial assets

Trade and other debtors are basic financial instruments and are debt instruments measured at amortised cost. Prepayments are not financial instruments.

Cash and bank balances are classified as a basic financial instrument and are measured at face value.

Financial liabilities

Trade creditors, accruals and other creditors are financial instruments, and are measured at amortised cost. Taxation and social security are not included in the financial instruments disclosure definition.

Deferred income is not deemed to be a financial liability, as the cash settlement has already taken place and there is an obligation to deliver services rather than cash or another financial instrument.

j. Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

GUILD OF ONE-NAME STUDIES CIO

Notes to the financial statements For the year ended 31 August 2024

2. Donations and legacies

	2024	2023
	£	£
Subscriptions Received	38,050	41,059
New Member Applications	1,437	1,371
Study Registration Fees	2,834	2,860
Donations	1,753	5,005
Gift Aid	5,060	4,498
Members website project	443	-
Other	10	74
	<u>49,587</u>	<u>54,867</u>

3. Charitable activities

	2024	2023
	£	£
Conference Income	23,781	24,516
Seminar Income - UK	3,583	2,393
Seminar Income - Canada	-	3,367
	<u>27,364</u>	<u>30,276</u>

4. Other trading activities

	2024	2023
	£	£
Books	315	302
Software	371	346
FTDNA Kits (Y & FF)	4,063	4,399
Other	182	191
	<u>4,931</u>	<u>5,238</u>

GUILD OF ONE-NAME STUDIES CIO

Notes to the financial statements For the year ended 31 August 2024

5. Costs of generating voluntary income

	2024	2023
	£	£
<u>Marketing Activities</u>		
UK	253	184
Europe	175	160
USA	271	160
Canada	175	160
Australia	175	654
New Zealand	175	160
General Marketing	1,600	1,630
<u>Guild Stand Activities</u>		
UK Stand Expenses	1,251	884
Roots Tech (UK)	-	540
<u>Cost of sales</u>		
Books	93	129
Software	190	217
FTDNA Kits	3,192	5,073
Other sales	80	507
	7,630	10,458
	7,630	10,458

6. Expenditure on charitable activities

	2024	2023
	£	£
Direct costs		
Conference	22,806	24,157
Seminar expenses - UK	5,642	5,314
Seminar expenses - AUS	126	3,813
Guild Journal and Register	31,231	18,571
Guild projects	8,941	7,341
Members handbook	59	84
Subscriptions to other societies	106	168
Website	2,654	2,340
Computer costs	1,382	330
Spending from Teece legacy	217	585
	73,164	62,703
	73,164	62,703
Support costs (see note 8)	13,331	12,179
	86,495	74,882
	86,495	74,882

GUILD OF ONE-NAME STUDIES CIO

Notes to the financial statements For the year ended 31 August 2024

7. Support costs	Total 2024 £	Total 2023 £
Committee Meeting expenses	175	160
Front office / Telephone	1,624	1,172
Insurance	453	432
Postage	823	1,195
Printing and stationery	439	632
Accountancy	1,118	1,099
Bank charges	2,035	1,690
Foreign currency exchange	413	2,383
Sundry expenses	432	317
Depreciation	261	385
<u>Governance costs:</u>		
AGM expenses	1,053	1,339
Independent Examination fee	4,505	1,375
	<u>13,331</u>	<u>12,179</u>

8. Trustees and employees

The charity has no employees. 3 trustees receive £822 relating to reimbursed of expenses in the year to 31 August 2024. (Period ended 31 August 2023 - 3 trustees : £1,162).

9. Related party transactions

The Trustees attend the annual conferences and pay the same delegate rate as other attendees.

There were no related party transaction in the year to 31 August 2024 or period to 31 August 2023.

GUILD OF ONE-NAME STUDIES CIO

Notes to the financial statements For the year ended 31 August 2024

10. Tangible fixed assets

	Fixtures and fittings £
Cost	
At 1 September 2023	899
At 31 August 2024	<u>899</u>
Depreciation	
At 1 September 2023	385
Depreciation charged in the year	261
At 31 August 2024	<u>646</u>
Net book value	
At 31 August 2024	<u><u>253</u></u>
At 31 August 2023	<u><u>514</u></u>

11. Debtors

	2024 £	2023 £
Amounts falling due within one year		
Trade debtors	120	751
VAT recoverable	2,802	4,232
Other debtors	871	2,553
Prepayments and accrued income	36,411	17,260
	<u>40,204</u>	<u>24,796</u>

12. Creditors: amounts falling due within one year

	2024 £	2023 £
Trade creditors	30,263	21,022
Deferred income - Subscriptions / Term Memberships	1,787	1,604
Deferred income - Conferences	-	354
Other creditors	167	523
Accruals	7,539	1,515
	<u>39,756</u>	<u>25,018</u>

GUILD OF ONE-NAME STUDIES CIO

Notes to the financial statements For the year ended 31 August 2024

13. Creditors: amounts falling due after one year	2024	2023
	£	£
Deferred income - Subscriptions / Term Memberships	23,094	20,791
	<u>23,094</u>	<u>20,791</u>

14. Deferred income	2024	2023
	£	£
At 1 September	22,749	-
Transferred from the Guild of One-Name Studies	-	23,137
Received in year	7,435	3,352
Transferred to SOFA	(5,303)	(3,740)
At 31 August	<u>24,881</u>	<u>22,749</u>
Due within one year (Note 12)	1,787	1,958
Due after one year (Note 13)	23,094	20,791
At 31 August 2024	<u>24,881</u>	<u>22,749</u>

15. Restricted funds	Balance at				Balance at
	1 Sep 23	Income	Expenditure	Transfers	31 Aug 24
CURRENT YEAR	£	£	£	£	£
Brian V Teece Legacy	8,430	-	(217)	-	8,213
	<u>8,430</u>	<u>-</u>	<u>(217)</u>	<u>-</u>	<u>8,213</u>
PRIOR YEAR	1 Sep 22	Income	Expenditure	Transfers	31 Aug 23
	£	£	£	£	£
Brian V Teece Legacy	-	9,015	(585)	-	8,430
	<u>-</u>	<u>9,015</u>	<u>(585)</u>	<u>-</u>	<u>8,430</u>

Brian V Teece Legacy - To be used as per bequest for the Teece Study

GUILD OF ONE-NAME STUDIES CIO

Notes to the financial statements For the year ended 31 August 2024

16. Designated funds	Balance at 1 Sep 23	New Designations designations	Designations released	Balance at 31 Aug 24
CURRENT YEAR	£	£	£	£
Library Digitisation	5,300	-	3,835	9,135
Members' Website Program	9,158	-	1,834	10,992
	14,458	-	5,669	20,127

Designated funds	Balance at 1 Sep 22	New Designations designations	Designations released	Balance at 31 Aug 23
PRIOR YEAR	£	£	£	£
Library Digitisation	-	5,300	-	5,300
Members' Website Program	-	9,158	-	9,158
Total designated funds	-	14,458	-	14,458

Members' website program - Preservation of Members' website
Library Digitisation - To digitise records and reduce storage costs

17. Net Analysis of Funds

Fund balances at 31 August 2024 are represented by:

CURRENT YEAR	Unrestricted	Restricted	Total
	£	£	£
Tangible fixed assets	253	-	253
Current assets	172,176	8,213	180,389
Creditors: amounts falling due within one year	(39,756)	-	(39,756)
Creditors: amounts falling due after one year	(23,094)	-	(23,094)
	109,579	8,213	117,792

Fund balances at 31 August 2023 are represented by:

PRIOR YEAR	Unrestricted	Restricted	Total
	£	£	£
Tangible fixed assets	514	-	514
Current assets	166,209	8,430	174,639
Creditors: amounts falling due within one year	(25,018)	-	(25,018)
Creditors: amounts falling due after one year	(20,791)	-	(20,791)
	120,914	8,430	129,344