

Guild of One-Name Studies

Trustees' Annual Report

Year ended 31 October 2019



Guild of One-Name Studies
Box G, 14 Charterhouse Buildings
Goswell Road
London EC1M 7BA
Tel: 0800 011 2182 (United Kingdom)
Tel: 1-800 647 4100 (North America)
Tel: 1800 305 184 (Australia)

Registered Charity No. 802048

Trustees' Annual Report

Year ended 31 October 2019

Reference and administration details

The Guild of One-Name Studies was established on 1 September 1979 and registered as an unincorporated association with the Charity Commission on 21 September 1989 (Registered Charity No. 802048). The registered office address is: Box G, 14 Charterhouse Buildings, Goswell Road, London, EC1M 7BA, United Kingdom. The Guild's governing constitution was last amended on 22 November 2015.

Structure, Governance and Management:

Trustees

The affairs of the Guild are managed by a Committee consisting of nine Guild members, of whom four are designated Officers, namely Chairman, Vice Chairman, Secretary and Treasurer.

The members of the main Committee of the Guild are the Trustees of the charity. All Trustees are appointed for a period of one year at the Guild's Annual General Meeting.

In 2019 ten members were proposed and seconded in the Committee nomination process, requiring an election of members to take place to elect nine members who were duly appointed to the Committee.

Members of the Committee during the year, showing any members who resigned, retired or were elected part way through the year, were as follows:

Trustee Name	Dates (if not for whole year)	Office (if any)
Peter Alefounder		Vice Chairman
Marie Byatt		
Tracy Care		Treasurer
Peter Copsey		
Stephen Daglish		Secretary from 30 March 2019
W. Paul Featherstone		Chairman
Julie Goucher		Secretary to 30 March 2019
Christopher Gray	from 30 March 2019	
John B Lisle	to 30 March 2019	
Sue Thornton-Grimes		

The Trustees are required to keep proper books of accounts in respect of all sums of money received and expended by the Guild and to prepare financial statements for each financial year that provide a true and fair view of the financial affairs of the Guild, of the surplus or deficit of the funds of the Guild for that period. In preparing these financial statements the Committee members 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 has no salaried staff. All activities and services are undertaken by the unpaid voluntary efforts of its members. The Guild is indebted to its many volunteers, whose support continues to be crucial to the success of the Guild.

Subcommittees

The Guild may establish Subcommittees 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 Subcommittees.

As at October 2019, the Guild had one Subcommittee:

Subcommittee	Purpose	Members
Seminars	To organise seminars to educate the public in One-Name Studies	Jackie Depelle (Chairman), Jane Absolom, Alison Boulton, Richard Heaton, Alan Moorhouse, Sue Swalwell, Sue Thornton Grimes. Tracy Care (ex-officio), W. Paul Featherstone (ex-officio)

Professional Advisors

Bankers:

Santander, BBAM, Bridle Road, Bootle, Merseyside L30 4GB

CCLA Investment Management Ltd., Senator House, 85 Queen Victoria Street, London EC4V 4ET

Independent Examiner:

M A Wilkes, FCA, Wilkins Kennedy LLP, 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 October 2019. These have been prepared in accordance with statutory requirements and Statement of Recommended Practice (SORP) issued by the Charity Commission.

Objectives and Activities

Objectives

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

- To advance the education of members and the public in One-Name Studies (defined as research into the genealogy and family history of all persons with the same surname and its variants), and
- To promote the publication and preservation of the resultant data, and to maximise its accessibility to interested members and 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.

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 and conference sessions. The Guild has recently launched a webinar series and has continued our relationship with Pharos Tutors and Teaching.

The Guild celebrated its 40th Anniversary during 2019 and, in association with Family Tree Magazine, published a booklet that was circulated to all readers of the magazine and provided free to those of our members who were able to attend Guild events during the year. The foundation of the booklet has been reformulated into a slightly expanded version and is being added to all new member packs.

Publications

- A quarterly Journal of One-Name Studies, available in printed and electronic formats
- An annual Register of One-Name Studies, available in printed and electronic formats
- 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 publications are available for sale to members of the public.

Meetings

- An annual Conference with presentations on a range of one-name study themes
- A range of one-day Seminars on one-name themes
- The Conference and Seminars are open to members of the public.

Online facilities

- The Guild website www.one-name.org provides information to members and the general 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 general public
- The Members Website Project (MWP) providing options for members to create websites for their studies, which are accessible by the general public
- A number of communication channels, including a mailing list, a closed Facebook group and Guild Web Forum, where members can exchange ideas, discuss research and alert members to useful sources of genealogical data
- 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 and Deaths and Probates
- An Online Library containing digitised images of members' research.

Support

- 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.

Services

- 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.

One-Name Courses

- The Guild runs two courses in association with Pharos Teaching and Tutoring Ltd., an Introduction to One-Name Studies and an Advanced One-Name Studies Course.

Preservation

- The Members Websites Project (MWP) is helping members with the long-term preservation of their One-Name Study websites and will continue to keep those websites available for public research when members can no longer continue their studies
- An agreement with FamilySearch to enable members to load their data and 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.
- A book library of one-name study publications, made available to members on a loan basis.

Achievements and Performance

Membership

The membership of the Guild of One-Name Studies as at 31 October 2019 was 2,789 (compared with 2,913 in 2018). Details are as follows:

	UK	Australia	Canada	NZ	USA	Other	Total
Membership as at 31 October 2019	2,028	182	98	66	335	80	2,789
Membership as at 31 October 2018	2,082	199	105	69	366	92	2,913

Committee meetings

The Committee met on seven occasions during the year, details of which are provided on the Guild website. Committee meetings are held in London with some members from other regions or countries joining online. The agenda and minutes of Committee meetings are available on the Guild website.

Annual Conference

The Guild celebrated its 40th anniversary year at its Conference held at the Leicester Marriott Hotel from Friday 29 March to Sunday 31 March, with the Annual General Meeting being held on Saturday 30 March 2019.

The Conference theme was “Past, Present and Future” with a variety of talks, including a presentation on The Future of Family History by Dr Nick Barratt.

A special presentation was made to ten delegates present at the Conference who had been Guild members since it was founded in 1979.

Seminars

The Seminar Subcommittee organised four seminars in the UK during the year:

- 16 February 2019 - Medieval and More (The National Archives, Kew)
- 11 May 2019 - Cradle to Grave (Amersham, Buckinghamshire)
- 3 August 2019 - Maritime Aspects of Yorkshire and the Humber (Selby, Yorkshire)
- 12 October 2019 - Industry in the Potteries (Whitmore, Staffordshire)

All seminars are open to both members of the Guild and to non-members. In order for other members in the UK and overseas to be able to share in the seminar presentations, sessions are usually recorded and videos placed on the Guild website or on YouTube, depending on the preference of the speakers.

Outside of the UK, a Canada-Pacific Seminar was held in December 2018 in Burnaby, British Columbia.

Events

The Guild stand has been in attendance at family history shows and fairs across the globe.

In the UK, there were three new, national events launched during the year: Family Tree Live at Alexandra Palace, London, in April 2019; The Genealogy Show at the National Exhibition Centre, Birmingham, in June 2019, and RootsTech at the ExCel Centre, London, in October 2019. In addition, the Guild had stands at a number of local and regional events.

In the United States, the Guild was represented at the Journey of Discovery Conference in St. Charles, Missouri, in May 2019, and the North Star Genealogy Conference in Plymouth, Minnesota, in October 2019.

These events provide an opportunity for the Guild to meet those interested in family history and to spread the word about the Guild and its activities.

The Guild is grateful to members who volunteered to organise and help at these events.

Publications

The Guild continues to publish the quarterly Journal of One-Name Studies, under the editorship of Jean-Marc Bazzoni.

The Guild published the 35th edition of the annual Register of One-Name Studies which was distributed to all subscribing members and to a number of record offices and libraries.

The update of the Members' Handbook was completed, with the new edition being available online via the Guild website.

During the year the Guild also published a booklet "Your Research Surname Guide - How to do a One-Name Study" in association with Family Tree Magazine (UK) which was distributed with the April 2019 edition of that magazine.

In October 2019 a booklet "Researching Surnames - A Guide to One-Name Studies" was published and will be made available to members.

Work is underway on a revised and updated edition of "Seven Pillars of Wisdom - The Art of One-Name Studies" which will be published in 2020.

Awards

The fellowship scheme, Master Craftsman of the Guild (MCG), was introduced in 2010 to honour members considered to be outstanding either for the depth and range of their expertise or their contribution to the running of the Guild.

A further five MCG awards were announced at the 2019 Annual General Meeting, making a total of 40 to date. All citations are available on the Guild's website.

The annual Guild Award of Excellence (GAoE) scheme acknowledges excellence in members' contributions to publications of all kinds relating to one-name studies.

In 2019, ten awards were made to members for their articles and websites, details of which are available on the Guild's website.

Preservation

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

Members may deposit their one-name research, in digital or paper form, in the Guild Library. We will store the paper research prior to digitising in our Guild Store in Stockton-upon-Tees. Digitised material, including digitised files of paper research, will be subsequently placed in the Online or Offline Libraries in accordance with members' wishes. Handling and storage has been addressed and the Guild has developed a strategy to continue to store original and unique documents but to digitise the rest of studies. During the year the Guild worked with an external company to make progress with the digitisation of studies.

During the year the Guild accepted the deposit of significantly more research materials from members.

The Guild also received a bequest from a deceased member for preservation and continuing research into the study name. The Trustees agreed an approach to honour this bequest and also created guidelines for how similar bequests should be handled.

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) and the Association of Family History Societies of Wales (AFHSW).

Financial Review

Income of £120,149 exceeded expenditure of £112,168 by £7,981. This is a larger surplus than that budgeted, but does include a legacy of £10,000 that has restrictions placed on its use. We previously had reserves designated for library digitisation (£5,000) and that was utilised this year.

The same long-term trends that we have seen in recent years have continued; sales have been steady but lower. Though still successful, the sale of DNA kits has also seen a decline in recent years, but we do still receive a return on the sale of these that is greater than investing the same money in a savings account.

VAT: The Guild VAT registration on a "partial exemption" basis has assisted the Guild in the planning and budgeting of the Guild's major activities, where the Guild is required to account for its activities on a 'net' basis after taking account of VAT.

Gift Aid: The Gift Aid scheme in the UK continues to provide useful income to the Guild. Gift Aid income in the year totalled £6,782 which being slightly up was comparable to the previous year. There will be further campaigns to encourage eligible members to sign Gift Aid Declarations.

Membership subscriptions: Reserves decreased slightly this year but are still healthy and the Trustees do not believe there is a need to consider a further increase in the annual membership subscription for the foreseeable future.

Reserves

The Trustees have reviewed the level of reserves 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 2018/2019 this is £19,121. The fund currently stands at £34,498.

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.

In the last year, the Guild's general reserves decreased slightly from £56,094 to £53,919. £1,000 of this, though unrestricted, is designated for use to digitize member study material. This also includes an amount of £18,421 paid in advance for Term memberships. The relevant income will be released to the accounts in the relevant financial year.

In 2015, in light of the Members' Website Project, the Trustees decided to allocate a specific reserve of £5,000 in respect of "possible future software expenditure" and to augment this by a small margin on software costs and by donations received. That restricted reserve now stands at £7,559. The Trustees will continue to monitor this reserve against the likelihood of it being needed.

Approval

The Trustees approved this report at a meeting held on 11 January 2020, and a vote was held and carried on 19 January. It is signed on behalf of the Trustees.

A handwritten signature in black ink, appearing to read 'W. Paul Featherstone', with a horizontal line drawn through it.

W. Paul Featherstone
Chairman

19 January 2020

Guild

of One-Name Studies

Charity No (if any)		802048
Annual Accounts for the period		
Period start date	01/11/2018	To Period end date 31/10/2019



CHARITY COMMISSION
FOR ENGLAND AND WALES

Guild of One-Name Studies			Charity No (if any)	802048
Annual accounts for the period				
Period start date	01/11/2018	To	Period end date	31/10/2019


Section A Statement of financial activities

Recommended categories by activity	Guidance Notes	Restricted				
		Unrestricted funds	income funds	Endowment funds	Total funds	Prior year funds
		£ F01	£ F02	£ F03	£ F04	£ F05
Incoming resources (Note 3)						
Income and endowments from:						
Donations and legacies	S01	59,682	10,517	-	70,199	63,046
Charitable activities	S02	4,190		-	4,190	5,437
Other trading activities	S03	11,553	-	-	11,553	23,034
Investments	S04	4	-	-	4	9
Separate material item of income	S05	34,203	-	-	34,203	25,806
Other	S06			-	-	
Total	S07	109,632	10,517	-	120,149	117,332
Resources expended (Note 6)						
Expenditure on:						
Raising funds	S08	9,996	-	-	9,996	4,214
Charitable activities	S09	51,646	361	-	52,007	49,066
Separate material item of expense	S10	36,797	-	-	36,797	23,065
Other	S11	13,368	-	-	13,368	24,586
Total	S12	111,807	361	-	112,168	100,931
Net income/(expenditure) before investment gains/(losses)	S13	- 2,175	10,156	-	7,981	16,401
Net gains/(losses) on investments	S14	-	-	-	-	-
Net income/(expenditure)	S15	- 2,175	10,156	-	7,981	16,401
Extraordinary items	S16	-	-	-	-	-
Transfers between funds	S17	-	-	-	-	-
Other recognised gains/(losses):						
Gains and losses on revaluation of fixed assets for the charity's own use	S18	-	-	-	-	-
Other gains/(losses)	S19	-	-	-	-	-
Net movement in funds	S20	- 2,175	10,156	-	7,981	16,401
Reconciliation of funds:						
Total funds brought forward	S21	56,094	7,042		63,136	46,735
Total funds carried forward	S22	53,919	17,198	-	71,117	63,136

Section B Balance sheet

		Guidance Notes	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total this year £ F04	Total last year £ F05
Fixed assets							
Intangible assets	(Note 15)	B01	-	-	-	-	-
Tangible assets	(Note 14)	B02	1,960	-	-	1,960	2,337
Heritage assets	(Note 16)	B03	-	-	-	-	-
Investments	(Note 17)	B04	-	-	-	-	-
Total fixed assets		B05	1,960	-	-	1,960	2,337
Current assets							
Stocks	(Note 18)	B06	19,605	-	-	19,605	18,350
Debtors	(Note 19)	B07	9,412	-	-	9,412	10,321
Investments	(Note 17.4)	B08	-	-	-	-	-
Cash at bank and in hand (Note 24)		B09	70,758	-	-	70,758	72,153
Total current assets		B10	99,775	-	-	99,775	100,824
Creditors: amounts falling due within one year	(Note 20)	B11	17,929	-	-	17,929	30,720
Net current assets/(liabilities)		B12	81,846	-	-	81,846	70,104
Total assets less current liabilities		B13	83,806	-	-	83,806	72,441
Creditors: amounts falling due after one year	(Note 20)	B14	12,689	-	-	12,689	9,305
Provisions for liabilities		B15	-	-	-	-	-
Total net assets or liabilities		B16	71,117	-	-	71,117	63,136
Funds of the Charity							
Endowment funds (Note 27)		B17	-				
Restricted income funds (Note 27)		B18		17,198		17,198	7,042
Unrestricted funds		B19	53,919		-	53,919	56,094
Revaluation reserve		B20				-	
Total funds		B21	53,919	17,198	-	71,117	63,136

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval dd/mm/yyyy
	TRACY CARE (Treasurer)	06/03/2020

Note 1 Basis of preparation

This section should be completed by all charities.

1.1 Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

- and with*

✓

 the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014
- and with*

✓

 the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)
- and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.*

✓

* -Tick as appropriate

1.2 Going concern

If there are material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern, please provide the following details or state "Not applicable", if appropriate:

An explanation as to those factors that support the conclusion that the charity is a going concern;

N/A

Disclosure of any uncertainties that make the going concern assumption doubtful;

N/A

Where accounts are not prepared on a going concern basis, please disclose this fact together with the basis on which the trustees prepared the accounts and the reason why the charity is not regarded as a going concern.

N/A

1.3 Change of accounting policy

The accounts present a true and fair view and the accounting policies adopted are those outlined in note { }.

Yes*

✓

No*

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1.4 Changes to accounting estimates

No changes to accounting estimates have occurred in the reporting period (3.46 FRS 102 SORP).

Yes*

✓

No*

1.5 Material prior year errors

No material prior year error have been identified in the reporting period (3.47 FRS 102 SORP).

Yes*

✓

No*

Note 2 Accounting policies

2.2 INCOME

This standard list of accounting policies has been applied by the charity except for those ticked "No" or "N/a". Where a different or additional policy has been adopted then this is detailed in the box below.

Recognition of income	<p>These are included in the Statement of Financial Activities (SoFA) when:</p> <ul style="list-style-type: none"> the charity becomes entitled to the resources; it is more likely than not that the trustees will receive the resources; and the monetary value can be measured with sufficient reliability. 	<table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yes	No	N/a						
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Offsetting	<p>There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.</p>	<table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yes	No	N/a						
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Grants and donations	<p>Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP).</p>	<table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yes	No	N/a						
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Legacies	<p>In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP).</p> <p>Legacies are included in the SOFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.</p>	<table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input checked="" type="checkbox"/></td></tr> </table>	Yes	No	N/a	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Yes	No	N/a						
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>						
Government grants	<p>The charity has received government grants in the reporting period</p>	<table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input checked="" type="checkbox"/></td></tr> </table>	Yes	No	N/a	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Yes	No	N/a						
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>						
Tax reclaims on donations and gifts	<p>Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.</p>	<table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yes	No	N/a						
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Contractual income and performance related grants	<p>This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.</p>	<table> <tr><td></td><td>No</td><td>N/a</td></tr> <tr><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> </table>		No	N/a	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	No	N/a						
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Donated goods	<p>Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so.</p>	<table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input checked="" type="checkbox"/></td></tr> </table>	Yes	No	N/a	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Yes	No	N/a						
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>						
	<p>The cost of any stock of goods donated for distribution to beneficiaries is deemed to be the fair value of those gifts at the time of their receipt and they are recognised on receipt. In the reporting period in which the stocks are distributed, they are recognised as an expense at the carrying amount of the stocks at distribution.</p>	<table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yes	No	N/a						
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
	<p>Donated goods for resale are measured at fair value on initial recognition, which is the expected proceeds from sale less the expected costs of sale, and recognised in 'Income from other trading activities' with the corresponding stock recognised in the balance sheet. On its sale the value of stock is charged against 'Income from other trading activities' and the proceeds from sale are also recognised as 'Income from other trading activities'.</p>	<table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yes	No	N/a						
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
	<p>Goods donated for on-going use by the charity are recognised as tangible fixed assets and included in the SoFA as incoming resources when receivable.</p>	<table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yes	No	N/a						
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
	<p>Gifts in kind for use by the charity are included in the SoFA as income from donations when receivable.</p>	<table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yes	No	N/a						
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Donated services and facilities	<p>Donated services and facilities are included in the SOFA when received at the value of the gift to the charity provided the value of the gift can be measured reliably.</p>	<table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yes	No	N/a						
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
	<p>Donated services and facilities that are consumed immediately are recognised as income with an equivalent amount recognised as an expense under the appropriate heading in the SOFA.</p>	<table> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr> </table>	Yes	No	N/a	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yes	No	N/a						
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						

Support costs	The charity has incurred expenditure on support costs.	<table> <tr><td>✓</td><td></td><td></td></tr> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> </table>	✓			Yes	No	N/a						
✓														
Yes	No	N/a												
Volunteer help	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.	<table> <tr><td>✓</td><td></td><td></td></tr> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> </table>	✓			Yes	No	N/a						
✓														
Yes	No	N/a												
Income from interest, royalties and dividends	This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.	<table> <tr><td>✓</td><td></td><td></td></tr> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> </table>	✓			Yes	No	N/a						
✓														
Yes	No	N/a												
Income from membership subscriptions	<p>Membership subscriptions received in the nature of a gift are recognised in Donations and Legacies.</p> <p>Membership subscriptions which gives a member the right to buy services or other benefits are recognised as income earned from the provision of goods and services as income from charitable activities.</p>	<table> <tr><td>✓</td><td></td><td></td></tr> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td>✓</td><td></td><td></td></tr> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> </table>	✓			Yes	No	N/a	✓			Yes	No	N/a
✓														
Yes	No	N/a												
✓														
Yes	No	N/a												
Settlement of insurance claims	Insurance claims are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP) and are included as an item of other income in the SoFA.	<table> <tr><td></td><td></td><td>✓</td></tr> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> </table>			✓	Yes	No	N/a						
		✓												
Yes	No	N/a												
Investment gains and losses	This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.	<table> <tr><td></td><td></td><td>✓</td></tr> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> </table>			✓	Yes	No	N/a						
		✓												
Yes	No	N/a												
2.3 EXPENDITURE AND LIABILITIES														
Liability recognition	Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.	<table> <tr><td>✓</td><td></td><td></td></tr> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> </table>	✓			Yes	No	N/a						
✓														
Yes	No	N/a												
Governance and support costs	<p>Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.</p> <p>Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.</p>	<table> <tr><td>✓</td><td></td><td></td></tr> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td>✓</td><td></td><td></td></tr> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> </table>	✓			Yes	No	N/a	✓			Yes	No	N/a
✓														
Yes	No	N/a												
✓														
Yes	No	N/a												
Grants with performance conditions	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.	<table> <tr><td></td><td></td><td>✓</td></tr> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> </table>			✓	Yes	No	N/a						
		✓												
Yes	No	N/a												
Grants payable without performance conditions	Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.	<table> <tr><td></td><td></td><td>✓</td></tr> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> </table>			✓	Yes	No	N/a						
		✓												
Yes	No	N/a												
Redundancy cost	The charity made no redundancy payments during the reporting period.	<table> <tr><td></td><td></td><td>✓</td></tr> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> </table>			✓	Yes	No	N/a						
		✓												
Yes	No	N/a												
Deferred income	No material item of deferred income has been included in the accounts.	<table> <tr><td></td><td>✓</td><td></td></tr> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> </table>		✓		Yes	No	N/a						
	✓													
Yes	No	N/a												
Creditors	The charity has creditors which are measured at settlement amounts less any trade discounts	<table> <tr><td></td><td>✓</td><td></td></tr> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> </table>		✓		Yes	No	N/a						
	✓													
Yes	No	N/a												
Provisions for liabilities	A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date	<table> <tr><td>✓</td><td></td><td></td></tr> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> </table>	✓			Yes	No	N/a						
✓														
Yes	No	N/a												
Basic financial instruments	The charity accounts for basic financial instruments on initial recognition as per paragraph 10.7 FRS102 SORP. Subsequent measurement is as per paragraphs 11.17 to 11.19, FRS102 SORP.	<table> <tr><td>✓</td><td></td><td></td></tr> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> </table>	✓			Yes	No	N/a						
✓														
Yes	No	N/a												
2.4 ASSETS														
Tangible fixed assets for use by charity	<p>These are capitalised if they can be used for more than one year, and cost at least</p> <p>They are valued at cost.</p> <p>The depreciation rates and methods used are disclosed in note 9.2.</p>	<table> <tr><td>✓</td><td></td><td></td></tr> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> </table>	✓			Yes	No	N/a						
✓														
Yes	No	N/a												
Intangible fixed assets	<p>The charity has intangible fixed assets, that is, non-monetary assets that do not have physical substance but are identifiable and are controlled by the charity through custody or legal rights. The amortisation rates and methods used are disclosed in note 9.5</p> <p>They are valued at cost.</p>	<table> <tr><td></td><td>✓</td><td></td></tr> <tr><td>Yes</td><td>No</td><td>N/a</td></tr> <tr><td>✓</td><td></td><td></td></tr> </table>		✓		Yes	No	N/a	✓					
	✓													
Yes	No	N/a												
✓														

Heritage assets	The charity has heritage assets, that is, non-monetary assets with historic, artistic, scientific, technological, geophysical or environmental qualities that are held and maintained principally for their contribution to knowledge and culture. The depreciation rates and methods used as disclosed in note 9.6.1.4.	Yes	No	N/a
				✓
	They are valued at cost.	Yes	No	N/a
				✓
Investments	Fixed asset investments in quoted shares, traded bonds and similar investments are valued at initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be measured reliably in which case it is measured at cost less impairment.	Yes	No	N/a
				✓
	Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current asset investments	Yes	No	N/a
				✓
Stocks and work in progress	Stocks held for sale as part of non-charitable trade are measured at the lower or cost or net realisable value.	Yes	No	N/a
		✓		
	Goods or services provided as part of a charitable activity are measured at net realisable value based on the service potential provided by items of stock.	Yes	No	N/a
		✓		
	Work in progress is valued at cost less any foreseeable loss that is likely to occur on the contract.	Yes	No	N/a
		✓		
Debtors	Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.	Yes	No	N/a
		✓		
Current asset investments	The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity date of less than one year held for investment purposes rather than to meet short term cash commitments as they fall due.	Yes	No	N/a
				✓
	They are valued at fair value except where they qualify as basic financial instruments.	Yes	No	N/a
				✓

**POLICIES ADOPTED
ADDITIONAL TO OR
DIFFERENT FROM
THOSE ABOVE**

Note 3

Analysis of income

		Unrestricted funds	Restricted income funds	Endowment funds	Total funds £	Prior year £
Analysis						
Donations and legacies:	Subscriptions Received	45,374	-	-	45,374	46,703
	New Member Applications	2,063	-	-	2,063	2,541
	Study Registration Fees	1,771	-	-	1,771	2,132
	Donations	3,478	517	-	3,995	2,753
	Donated Createspace Income	33	-	-	33	271
	Gift Aid	6,782	-	-	6,782	6,483
	Other	181	10,000	-	10,181	2,163
Total		59,682	10,517	-	70,199	63,046
Charitable activities:	Seminar Income - UK	4,010	-	-	4,010	5,437
	Seminar Income - AUS	-	-	-	-	-
	Seminar Income - Canada	180	-	-	180	-
	Other	-	-	-	-	-
Total		4,190	-	-	4,190	5,437
Other trading activities:	Seven Pillars	201	-	-	201	207
	Books	441	-	-	441	189
	Software	877	-	-	877	406
	FTDNA Kits (Y & FF)	9,697	-	-	9,697	21,961
	Other	337	-	-	337	271
Total		11,553	-	-	11,553	23,034
Income from investments:	Interest Received	4	-	-	4	3
	Everyclick.com	-	-	-	-	6
	Other	-	-	-	-	-
Total		4	-	-	4	9
Separate material item of income:	Conference Income	34,203	-	-	34,203	25,806
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
Total		34,203	-	-	34,203	25,806
Other:	Conversion of endowment funds into income	-	-	-	-	-
	Gain on disposal of a tangible fixed asset held for charity's own use	-	-	-	-	-
	Gain on disposal of a programme related investment	-	-	-	-	-
	Royalties from the exploitation of intellectual property rights	-	-	-	-	-
	Other	-	-	-	-	-
	Total	-	-	-	-	-
TOTAL INCOME		109,632	10,517	-	120,149	117,332

Other information:

All income in the prior year was unrestricted except for:
(please provide description and amounts)

Restricted Donations of £416

Note 6

Analysis of expenditure

	Analysis	Unrestricted funds	Restricted income funds	Endowment funds	Total funds £	Prior year £
Expenditure on raising funds:	Marketing Activities					
	UK	3,001	-	-	3,001	485
	Europe		-	-	-	-
	USA	1,117	-	-	1,117	9
	Canada	49	-	-	49	-
	Australia		-	-	-	403
	General Marketing	38			38	543
	Webinar Platform	828	-	-	828	828
	Guild Stand Activities					
	UK Stand Expenses	514	-	-	514	1,490
	The Genealogy Show	1,129	-	-	1,129	-
	Roots Tech (UK)	2,282	-	-	2,282	-
	NGS	369	-	-	369	-
	Family Tree Live	669	-	-	669	-
	Congress		-	-	-	456
	Total expenditure on raising funds	9,996	-	-	9,996	4,214
Expenditure on charitable activities	Seminar Expenses UK					
	Semsub Expenses	1,255	-	-	1,255	1,168
	Seminar Costs	6,785	-	-	6,785	7,856
	Joint Events	99	-	-	99	1,312
	Seminar Expenses AUS					
	Seminar Costs	-	-	-	-	-
	Seminar Expenses US					
	Seminar Costs	-	-	-	-	-
	Seminar Expenses Canada					
	Seminar Costs	189	-	-	189	-
	Guild Journal and Register					
	Journal Production	6,497	-	-	6,497	10,710
	Register Production	1,182	-	-	1,182	1,072
	Dispatch Costs of Journal & Register	10,616	-	-	10,616	10,730
	Guild Projects					
	Storage Facilities	2,433	-	-	2,433	2,380
	Library Digitisation Project	10,106	-	-	10,106	-
	Look Up Acquisitions	283	-	-	283	169
	Marriage Locator Expenses	57	-	-	57	42
	Marriage Challenge Expenses	101	-	-	101	203
	Newswatch Project	-	-	-	-	-
	Ruby 40th Anniversary Project	-	-	-	-	62
	Members' Website Project	106	-	-	106	150
	Support Costs					
	Committee Meeting Expenses	1,778	-	-	1,778	1,208
	Front Office / Telephone	1,310	-	-	1,310	1,489
	Insurance	369	-	-	369	407
	Postage	1,208	-	-	1,208	1,836
	Printing & Stationery	693	-	-	693	589
	Finance Software Charges	707	-	-	707	517
	GoCardless Charges	35	-	-	35	7

Stripe Charges	115	-	-	115	-
Bank Charges	10	-	-	10	-
PayPal Charges	1,012			1,012	1,266
Sundry Expenses	1,915	-	-	1,915	-
Depreciation	968	-	-	968	987
Other Charitable Activities					
Members Handbook	-	-	-	-	1,105
Subscriptions to other Societies	131	-	-	131	1,219
Representation at other Societies	-	-	-	-	40
Website	1,182	-	-	1,182	1,681
Computer Software / Hardware / Cloud	259	-	-	259	493
Regional Rep and Coordinator Expenses	245	-	-	245	368
Spending from Teece Legacy	-	361	-	361	368
	-	-	-	-	-
Total expenditure on charitable activities	51,646	361	-	52,007	49,434

Separate material

Conference Expenses	36,493	-	-	36,493	22,855
Conference PayPal Fees	304	-	-	304	210
	-	-	-	-	-
	-	-	-	-	-
Total	36,797	-	-	36,797	23,065

Other

Governance Costs					
AGM Expenses	1,860	-	-	1,860	2,473
SGM Expenses	-	-	-	-	-
Independent Examier's Fee	576	-	-	576	165
Members' Voting / Ballot Costs	50	-	-	50	81
Cost of Sales - Seven Pillars					
Purchase Costs	124	-	-	124	72
Postage	-	-	-	-	41
Payment Fees	3	-	-	3	6
Cost of Sales - Books					
Purchase Costs	341	-	-	341	127
Postage	-	-	-	-	3
Payment Fees	11	-	-	11	3
Cost of Sales - Software					
Purchase Costs	752	-	-	752	304
Postage	-	-	-	-	16
Payment Fees	19	-	-	19	13
Cost of Sales - FTDNA Kits					
Purchase Costs	9,232	-	-	9,232	20,295
Postage	-	-	-	-	399
Payment Fees	178	-	-	178	406
Cost of Sales - Other Sales					
Purchase Costs	216	-	-	216	113
Postage	-	-	-	-	3
Payment Fees	6	-	-	6	8
Sales Manager Expenses	-	-	-	-	58
Total other expenditure	13,368	-	-	13,368	24,586

TOTAL EXPENDITURE

111,807	361	-	112,168	101,299
---------	-----	---	---------	---------

Note 10 Details of certain items of expenditure**10.1 Fees for examination of the accounts**

Please provide details of the amount paid for any statutory external scrutiny of accounts and other services provided by your independent examiner. If nothing was paid please enter '0' in the appropriate box(es).

Independent examiner's fees

Assurance services other than audit or independent examination

Tax advisory fees

Other fees (for example: financial advice, consultancy, accountancy services) paid to the independent examiner

This year £	Last year £
576	165

Note 14**Tangible fixed assets**

Please complete this note if the charity has any tangible fixed assets

14.1 Cost or valuation

	Freehold land & buildings	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Total
	£	£	£	£	£
At the beginning of the year	-	-	-	11,007	11,007
Additions	-	-	-	591	591
Revaluations	-	-	-	-	-
Disposals	-	-	-	-	-
Transfers *	-	-	-	-	-
At end of the year	-	-	-	11,598	11,598

14.2 Depreciation and impairments****Basis**

SL or RB	SL or RB	SL or RB	SL or RB	SL	Straight Line ("SL") or Reducing Balance ("RB")
				25%	

**** Rate**

At beginning of the year	-	-	-	8,670	8,670
Disposals	-	-	-	-	-
Depreciation	-	-	-	968	968
Impairment	-	-	-	-	-
Transfers*	-	-	-	-	-
At end of the year	-	-	-	9,638	9,638

14.3 Net book value

Net book value at the beginning of the year	-	-	-	2,337	2,337
Net book value at the end of the year	-	-	-	1,960	1,960

Note 18

Stocks

Please complete this note if the charity holds any stock items

18.1 Please state the carrying amount of stock and work in progress analysed between activities.

	Stock		Donated goods		Work in progress
	For distribution	For resale	For distribution	For resale	
	£	£	£	£	
Charitable activities:					
<i>Opening</i>	-	-	-	-	-
<i>Added in period</i>	-	-	-	-	-
<i>Expensed in period</i>	-	-	-	-	-
<i>Impaired</i>	-	-	-	-	-
<i>Closing</i>	-	-	-	-	-
Other trading activities:					
<i>Opening</i>	-	18,265	-	-	-
<i>Added in period</i>	-	11,868	-	-	-
<i>Expensed in period</i>	-	10,594	-	-	-
<i>Impaired</i>	-	-	-	-	-
<i>Closing</i>	-	19,539	-	-	-
Other:					
<i>Opening</i>	-	85	-	-	-
<i>Added in period</i>	-	-	-	-	-
<i>Expensed in period</i>	-	19	-	-	-
<i>Impaired</i>	-	-	-	-	-
<i>Closing</i>	-	66	-	-	-
Total this year	-	19,605	-	-	-
Total previous year	-	18,350	-	-	-

Note 19 **Debtors and prepayments**

Please complete this note if the charity has any debtors or prepayments.

19.1 **Analysis of debtors**

Trade debtors

Taxation and social security

Prepayments and accrued income

Other debtors

Total

This year	Last year
£	£
-	-
746	243
3,422	640
5,244	9,438
9,412	10,321

Please complete 19.2 where a material debtor is recoverable more than a year after the reporting date.

19.2 **Analysis of debtors recoverable in more than 1 year (included in debtors above)**

Trade debtors

Prepayments and accrued income

Other debtors

This year	Last year
£	£
-	-
-	-
-	-
-	-
Total -	-

Note 20 Creditors and accruals

Please complete this note if the charity has any creditors or accruals.

20.1 Analysis of creditors

		Amounts falling due within one year		Amounts falling due after more than one year	
		This year £	Last year £	This year £	Last year £
Accruals for grants payable		-	-	-	-
Bank loans and overdrafts		-	-	-	-
Trade creditors		5,347	7,477	-	-
Payments received on account for contracts or performance-related grants			-	-	-
Accruals and deferred income			-	-	-
	Accruals	646	5,221		
	Subscriptions in Advance	8,870	11,254		
	Term Renewals in Advance	3,066	2,358	12,689	9,305
	Seminars paid in advance	-	328		
	Conference paid in advance	-	4,082		
Taxation and social security		-	-	-	-
Other creditors		-	-	-	-
Total		17,929	30,720	12,689	9,305

20.2 Deferred income

Please complete this note if the charity has deferred income.

Please explain the reasons why income is deferred.

When joining a member can choose to pay for just the current year or an extended membership to the end of the next renewal period. Term memberships are also available for fixed 5 and 10 year terms and if certain criteria is met Life membership.

Movement in deferred income account

Balance at the start of the reporting period
 Amounts added in current period
 Amounts released to income from previous periods
 Balance at the end of the reporting period

This year £	Last year £
11,663	7,033
6,381	6,007
- 2,289	- 1,377
15,755	11,663

Note 24 Cash at bank and in hand

	This year £	Last year £
Short term cash investments (less than 3 months maturity date)	-	-
Short term deposits	-	-
Cash at bank and on hand	-	-
Santander Current Account	53,282	50,111
PayPal - GBP Account	6,671	12,017
(converted at £ rate 31.10.18) PayPal - USD Account	1,880	722
(converted at £ rate 31.10.18) PayPal - CAD Account	2,256	1,927
(converted at £ rate 31.10.18) PayPal - AUD Account	3,312	2,879
(converted at £ rate 31.10.18) PayPal - NZD Account	2,211	1,972
(converted at £ rate 31.10.18) PayPal - EUR Account	323	325
COIF Charity Deposit Fund	586	583
Stripe	-	1,400
Optimum Prepaid Mastercard	52	217
Deposit Account	-	-
Cash Tins	185	-
Other	70,758	72,153
Total		

Note 27 Charity funds

27.1 Details of material funds held and movements during the CURRENT reporting period

Please give details of the movements of material individual funds in the reporting period together with a balancing figure for 'Other funds'. The 'Total funds' figure below should reconcile to 'Total funds' in the balance sheet.

* Key: PE - permanent endowment funds; EE - expendible endowment funds; R - restricted income funds, including special trusts, of the charity; and U - unrestricted funds

Fund names	Type PE, EE R or UR *	Purpose and Restrictions	Fund balances brought forward £	Income £	Expenditure £	Transfers £	Gains and losses £	Fund balances carried forward £
Software Costs	R	Preservation of Members' Websites	7,042	517			-	7,559
Library Digitisation	U	To digitise records and reduce storage costs	5,000	1,000	- 5,000		-	1,000
General Fund	U		51,094	108,632	- 106,807	-	-	52,919
Brian V Teece Legacy	R	To be used as per bequest for the Teece Study	-	10,000	- 361	-	-	9,639
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
Other funds	N/a	N/a						
Total Funds			63,136	120,149	- 112,168	-	-	71,117

Note 27

Charity funds (cont)

27.2 Details of material funds held and movements during the PREVIOUS reporting period

Please give details of the movements of material individual funds in the reporting period together with a balancing figure for 'Other funds'. The 'Total funds' figure below should reconcile to 'Total funds' in the balance sheet.

* Key: PE - permanent endowment funds; EE - expendible endowment funds; R - restricted income funds, including special trusts, of the charity; and U - unrestricted funds

Fund names	Type PE, EE R or UR *	Purpose and Restrictions	Fund balances brought forward £	Income £	Expenditure £	Transfers £	Gains and losses £	Fund balances carried forward £
Software Costs	R		6,626	416	-	-	-	7,042
Library Digitisation	U		-	5,000	-	-	-	5,000
General Fund	U		40,109	116,916	- 100,931	- 5,000	-	51,094
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
Other funds	N/a	N/a	-	-	-	-	-	-
Total Funds			46,735	122,332	- 100,931	- 5,000	-	63,136

Note 27 **Charity funds (cont)**

27.3 Transfers between funds

	Reason for transfer and where endowment is converted to income, legal power for its conversion	Amount
Between unrestricted and restricted funds		
Between endowment and restricted funds		
Between endowment and unrestricted funds		

27.4 Designated funds

Planned use	Purpose of the designation	Amount
Subscriptions	There is an amount of reserves that relate to Term Subscriptions received between 2011 and 2016.	£ 3,734.50
Library Digitisation	To digitise records and reduce storage costs	£ 1,000.00

Note 28 Transactions with trustees and related parties

If the charity has any transactions with related parties (other than the trustee expenses explained in guidance notes) details of such transactions should be provided in this note. If there are no transactions to report, please enter "True" in the box or "False" if there are transactions to report.

28.1 Trustee remuneration and benefits

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (True or False)

TRUE

In the period the charity has paid trustees remuneration and benefits. Please give the amount of, and legal authority for, any remuneration or other benefits paid to a trustee by the charity or any institution or company connected with it.

Name of trustee	Legal authority (eg order, governing document)	Amounts paid or benefit value			
		This year			Last year
		Remuneration	Pension contribution	Redundancy (including loss of office)/ex gratia	TOTAL
		£	£	£	£

Please give details of why remuneration or other employment benefits were paid.

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Where an ex gratia payment has been made to a trustee, provide an explanation of the nature of the payment.

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28.2 Trustees' expenses

If the charity has paid trustees expenses for fulfilling their duties, details of such transactions should be provided in this note. If there are no transactions to report, please enter "True" in the box below. If there are transactions to report, please enter "False".

No trustee expenses have been incurred (True or False)

FALSE

Type of expenses reimbursed	This year	Last year
	£	£
Travel	1,006.03	1,092.38
Subsistence		
Accommodation		
Other (please specify):		
TOTAL	1,006.03	1,092.38

Please provide the number of trustees reimbursed for expenses or who had expenses paid by the charity

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28.3 Transaction(s) with related parties

Please give details of any transaction undertaken by (or on behalf of) the charity in which a related party has a material interest, including where funds have been held as agent for related parties. If there are no such transactions, please enter 'true' in the box provided.

There have been no related party transactions in the reporting period (True or False)

TRUE

Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	Amount	Balance at period end	Provision for bad debts at period end	Amounts written off during reporting period
			£	£	£	£

In relation to the transactions above, please provide the terms and conditions, including any security and the nature of any payment (consideration) to be provided in settlement.

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For any related party, please provide details of any guarantees given or received.

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INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE GUILD OF ONE-NAME STUDIES

I report to the trustees on my examination of the accounts of The Guild of One-Name Studies for the year ended 31 October 2019.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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 accounts to be reached.



M A Wilkes (FCA)
For and on behalf of Wilkins Kennedy
Chartered Accountants
Delandale House, 37 Old Dover Road
Canterbury, CT1 3JF

Date: 18 March 2020