



**Houghton Regis Heritage Society
(Charitable Incorporated Organisation)**

**Annual Report of the Trustees
and Financial Statements
for the Period Ended 31st December 2023**

Charity Number 1174720

Trustees Report for the period to December 31st 2023

Charity Name	Houghton Regis Heritage Society
Charity Number	1174720
Registered Office	C/O Houghton Regis Town Council Peel Street Houghton Regis LU5 5EY

Trustees	Office Held	Term of Office Ends
David Hill	Chair	June 2024
Roger Turner	Treasurer	June 2024
Dudley Smy		June 2024
Janet Smy	Secretary	June 2024
Tracey McMahon		June 2024
Joanna Hillyard		Resigned March 2020
Allan Grubb		Resigned March 2024
Susan Thorne		Resigned march 2024
Catherine Agagnoglu		June 2024
Bankers	Nat West, Dunstable	

Trustees' Report

for the period to 31st December 2023

Aims and objectives

To advance the education of the public in the history and heritage of the town of Houghton Regis, in particular but not exclusively through the collection, preservation and making available to the public of material and artefacts of historic significance by the establishment and maintenance of an archive and collection for the preservation of such material and artefacts and by the production of literature, films and recordings.

Governance and management

The Society is managed by the Trustees who are elected at the Annual General Meeting. The committee elected the Chair, Secretary and Treasurer. The powers of the management committee are set out in the Constitution agreed at the Annual General Meeting.

Rae Bird has been a member of the Society's Management Committee for some years and has decided to step down. We would like to thank her for supporting our work and wish her well.

Summary of the main achievements during the period

During this Year we have seen increases in viewing figures to our website and archive, we have at the present time in the archive 1,667 items 171 collections www.hrhs.archive.org.uk

There was an increase in the people visiting our Stand at the Town Council's Annual Carnival on the Village Green. On the stand we had the ever-popular Duke of Bedford's 1762 map of Houghton Regis and a collection of items found by one of our Member's field walking in Houghton Regis. We had a few new members joining us after visiting our stand.

We also promoted our new book 'The Family On The Green' which tells the story of The Brandreth family at the old Manor house and Houghton Hall. There will be an information Board in Houghton Hall Park showing the Brandreth history. On display also was Sarah Gelsthorp's book 'Up Above The Streets and Houses'. Pictures of the Mesolithic Pits, dating back to ~9,600 – 4,000 BC and Roman brooches and bracelets, discovered recently during archeological surveys prior to building Houses at Linmere, HRN1 generated a lot of interest. This has been described as a 'nationally important prehistoric site'.

Later in the Year we organised a public meeting in which we had an informative talk and slide show from Albion Archeology about the pits. This was well attended. The Society Trustees visited The Red House to see the interior after it's refurbishment. As many will know the Red House is a property the Society is interested in for possible Community use. Our local, MP Andrew Selous, came along and was interested in our proposals for the building.

Just before Christmas we placed an advert in the Town Cryer for more members and someone to help us with inputting information in to our archive, this produced two individuals who have now joined us.

In the last few years, we found a need to bring more people in to become active Trustees, we would like to have more public meetings but these take time to organise. Our membership numbers at present are 32. We look forward to 2024 and hope to increase our membership.

We continue to receive pictures and stories from the public and several new items have been added to the Heritage Society's Archive – www.hrhsarchive.org.uk .

We will be pleased to accept any photographs, documents, etc, which you may have so that we can continue to add to it. The Archive is a record of the past history of Houghton Regis for today and for tomorrow's generations to enjoy and learn from. However, it is not a static record and today's images are tomorrow's heritage. The Town is changing rapidly with the massive development of HRN1 and other house building and we hope that this development can be recorded.

Financial Review

The Charity reported a deficit of £479.88

Principal Funding Sources:

Membership subscriptions amounted to £135.00

Houghton Regis Town Council Key Partner Grant and other Grants £350

Central Bedfordshire Council Ward Councillor Grant £350.00

Donations £398.00 of which £300 was a Donation from the Town Mayor.

Future funding will be via Member Subscriptions, fund raising activities and grants.

Structure, Governance and Management

Governing Document

The Charity is governed by its Constitution (Articles of Association) and is a Charitable Incorporated Organisation (CIO), registered as a Charity on 19th September 2017. A copy of the Articles of Association can be found on our website – www.hrhs.org.uk In the event of the CIO being wound up members are required to contribute an amount not exceeding £1, which was paid with their initial subscriptions and is held in the Member Liability Fund.

Recruitment and Appointment of Trustees

The directors of the company are also the Charity Trustees for the purposes of charity law. The Trustees form the management committee for the Charity. Mrs Rae Bird was appointed to the Management Committee. The Trustees are appointed for a period of three years, by election at the Annual General Meeting. All trustees give their time voluntarily and receive no benefits from the charity.

Responsibility of the Trustees

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the Trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is not appropriate to assume that the company will continue on that basis.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 1985. The Trustees are also responsible for safeguarding the assets of the charitable company and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Balance Sheet for the Period ended 31st December 2023

		2023		2022
	£	£	£	£
Fixed Assets				
Tangible Assets	0.00			0.00
				0.00
Current Assets				
Current Account				2643.56
Less Outstanding Cheques	2943.65			
	-874.50			90.0
		<u>2069.15</u>		<u>2553.56</u>
Debtors				
Current Balance		2069.15		2553.56
Cash		30.79		37.06
Total Assets		<u>2099.94</u>		<u>2590.62</u>
Current Liabilities				
Creditors				
Member Liability Fund		33.00		31.00
Member Liability for the Year		1.00		2.00
		<u>34.00</u>		<u>33.00</u>
Total Assets Less				
Current Liabilities		<u>2065.94</u>		<u>2557.62</u>
Represented by				
General Reserve B/F	2590.62		2611.63	
Surplus/(Deficit) for the Year	-479.88		-21.01	
2022 Expenditure	-10.80			
General Reserve C/F		<u>2099.94</u>		<u>2590.62</u>
Member Liability		-31.00		-31.00
		<u>2065.94</u>		<u>2557.62</u>

Receipts and Payments for the Period Ended 31st December 2023

Receipts	£
Subscriptions	135.00
Member Liability	3.00
Society Meetings	114.00
Quiz	377.75
Shows	9.00
Book Sales	210.00
Walks	0.00
Archive Web Site	0.00
Grants/Donations	<u>1248.00</u>
Total Income	<u>2096.75</u>

Payments	
Stamps	39.44
Member Liability	0.00
Web Site	1202.63
Society Meetings	68.99
Quiz	107.00
Shows	46.04
Insurance	96.00
Equipment	0.00
Expenses	<u>158.53</u>
Total Expenditure	<u>2576.63</u>

Surplus/Deficit -479.88

Bank and Cash	
Bank at the start of the period	2553.56
Cash at the start of the period	<u>37.06</u>
Total	<u>2590.62</u>
Bank at the end of the period	2069.15
Cash at the end of the period	<u>30.79</u>
Total	<u>2099.94</u>

This statement includes all gains and losses in the period. All incoming resources and resources expended derive from continuing activities.

Approved by the Trustees on 30th March 2024 and signed on its behalf by

Roger Turner Treasurer

Statement of assets and liabilities at 31st December 2023

Cash Assets

	£
Current Account	2069.15
Cash	30.79
Total Cash Assets	
	2099.94

Other assets

2 Digital Recorders & 2 Lapel Microphones
Panel Display Stand
PC Projector
Gazebo

Notes to the Accounts
for the Period Ended 31st December 2023

1. Receipts & payments accounts

Receipts and payments accounts are statements that summarise the movement of cash into and out of the organisation during the financial year. In this context "cash" includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due.

Subscriptions of £5 per member will be due in January 2023

2. Grants & Donations

	£
Key Partner Grant HRTC	500.00
Ward Councillor Grant	350.00
J Carroll Donation	20.00
Dunstable Historical Society	50.00
S Goodchild Donation	25.00
P Hamil Donation	3.00
Twon Mayor Donation	300.00
Total	1248.00

3. Trustees Remuneration

No Trustee received any remuneration during the year.