

Company registration number: 05382744
Charity registration number: 1110669

British Deaf History Society Ltd

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2013

Hurst & Co
Chartered Accountants
74/76 High Street
Winsford
Cheshire
CW7 2AP

British Deaf History Society Ltd

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British Deaf History Society Ltd
Reference and Administrative Details

Charity name British Deaf History Society Ltd

Charity registration number 1110669

Company registration number 05382744

StatusThe organisation is a charitable company limited by guarantee, incorporated on 4 March 2005 and registered as a charity on 1 August 2005.

Governing documentThe Company was established under a memorandum of association which established the objects and powers of the charitable company and is governed under its articles of association.

Principal office 11-13 Wilson Patten Street
Warrington
Cheshire
WA1 1PG

Registered office 11-13 Wilson Patten Street
Warrington
Cheshire
WA1 1PG

Trustees D M Webb
G J A Hay
M D Colville
G J Eagling
J A Hay
R Lee
A M Holmes
P W Jackson
R G Taylor (Resigned 1 August 2013)
M N Napier
J M T Buoy
P Merricks (Appointed 1 August 2013)

Secretary P W Jackson

President A. J. Boyce

Bankers HSBC
10 Old Woking Road
West Byfleet
Surrey Page 1
KT14 6HX

British Deaf History Society Ltd
Reference and Administrative Details

Accountant

Hurst & Co
74/76 High Street
Winsford
Cheshire
CW7 2AP

British Deaf History Society Ltd

Trustees' Report

Report of the Trustees

The trustees, who are also directors of the charity for the purposes of the Companies Act, are pleased to present their annual report together with the financial statements of the charity for the year ended 31 March 2013.

Legal and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the memorandum of articles of association and the Statement of Recommended Practice - Accounting and Reporting of Charities.

Objects of the Charity

The objects of the charity are to promote and advance the interest in discovery, research and preservation of the histories of deaf people, their communities, culture and language.

Report of activities and future developments

The activities of the charity are based on three key tenets:

- 1 Conservation and preservation of Deaf heritage, language and culture
- 1 The research and study of all subjects concerning the history of Deaf people and deafness
- 2 Education about Deaf history through publications, lectures and workshops

All activities of the Society shall be measured against these key tenets.

One of the main events held in the 12 months to March 2013 was the National Deaf Museum Exhibition held in Warrington over a period of two weeks in October 2012. Attendance was once again excellent with many visitors appreciation the contents of the museum, which then closed to prepare for relocation to the ground floor of the building in early 2013.

Our attendance at the *Who Do You Think You Are* exhibition in London for the fifth year running was also successful, and the BDHS co-operated with the organisers to provide a wider range of interpreted lectures than previous years; also at this event, there was a paper delivered by a deaf person for the first time in its history.

The Deaf History Journal

The official magazine of the BDHS, the *Deaf History Journal*, continues to feature news from the BDHS, developments in Deaf history, and articles by contributors about people and events in Deaf History, whether in the UK or overseas. The pool of contributors has included the publication of researched essays of an academic nature in the past twelve months. Photographs relating to historical events/people have been a most welcome inclusion in the *Journal*.

BDHS Publications

The only book published during this year was *Alexander Popham* which was launched at Littlecote House Hotel, Hungerford, courtesy of Warner Hotels Limited. The book launch was by those who attended, and included an interpreted tour of the old house, where Popham grew up as a young boy.

The department remains the BDHS's major income-generating operation and more new books are needed to help to generate income to sustain the Society.

British Deaf History Society Ltd

Trustees' Report

National Deaf Archives

More major collections and some smaller collections continue to be bequeathed to the National Deaf Archives and it has not been possible to catalogue them all at the date of this Report. A large part of these collections included books, photographs and memorabilia. If Members may remember, the archives, are divided into four strands:

- 1 Paper & manuscript based records and archives (including minute books, account books as well as documents);
- 2 The Images archive (photographs, films, videos);
- 3 Artefacts archive (memorabilia, deaf school or club-related items, posters, badges, commemorative items such as mugs) - this archive also includes deaf-related equipment such as old telecommunication machines and hearing aid paraphernalia;
- 4 The BDHS Library (deaf-related books, magazines etc.)

There have been ongoing efforts to update the collections through the use of volunteers and maintain the Library and Museum in good order.

Trustees' Responsibilities in Relation to the Financial Statements

Company law requires the Trustees to prepare financial statements that give a true and fair view of the state of affairs of the charity and of its surplus or deficit for the financial period covering this Report. In doing so, the Trustees are required to:-

- 1 Select suitable accounting policies and then apply them consistently;
- 2 Make judgements and estimates that are reasonable and prudent; and
- 3 Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enables them to ensure that the financial statements comply with the Companies Act 2006. The Trustees are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the detection and prevention of fraud and other irregularities.

Small company provisions

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Approved by the Board on 13 December 2013 and signed on its behalf by:

.....

P W Jackson
Secretary

Independent Examiner's Report to the Trustees of British Deaf History Society Ltd

I report on the accounts of the company for the year ended 31 March 2013, which are set out on pages 6 to 13.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 43 of the 1993 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....
Hurst & Co
Chartered Accountants
13 December 2013

74/76 High Street
Winsford
Cheshire
CW7 2AP

British Deaf History Society Ltd

**Statement of Financial Activities (including Income and Expenditure Account) for the
Year Ended 31 March 2013**

		Unrestricted Funds	Total Funds 2013	Total Funds 2012
	Note	£	£	£
Incoming resources				
Incoming resources from generated funds				
Voluntary income	2	20,278	20,278	1,356
Activities for generating funds	4	7,410	7,410	7,790
Investment income	5	20	20	19
Total incoming resources		<u>27,708</u>	<u>27,708</u>	<u>9,165</u>
Resources expended				
Costs of generating funds				
Fundraising trading: cost of goods sold and other costs	6	38,023	38,023	27,444
Total resources expended		<u>38,023</u>	<u>38,023</u>	<u>27,444</u>
Net movements in funds		(10,315)	(10,315)	(18,279)
Reconciliation of funds				
Total funds brought forward		<u>38,972</u>	<u>38,972</u>	<u>57,251</u>
Total funds carried forward		<u><u>28,657</u></u>	<u><u>28,657</u></u>	<u><u>38,972</u></u>

The notes on pages 8 to 13 form an integral part of these financial statements.

British Deaf History Society Ltd (Registration number: 05382744)

Balance Sheet as at 31 March 2013

		2013		2012	
	Note	£	£	£	£
Fixed assets					
Tangible assets	11		1,595		2,862
Current assets					
Stocks and work in progress		6,877		7,933	
Debtors	12	1,013		3,260	
Cash at bank and in hand		<u>23,422</u>		<u>24,917</u>	
		31,312		36,110	
Creditors: Amounts falling due within one year	13	<u>(4,250)</u>		<u>-</u>	
Net current assets			<u>27,062</u>		<u>36,110</u>
Net assets			<u><u>28,657</u></u>		<u><u>38,972</u></u>
The funds of the charity:					
Unrestricted funds					
Unrestricted income funds			<u>28,657</u>		<u>38,972</u>
Total charity funds			<u><u>28,657</u></u>		<u><u>38,972</u></u>

For the financial year ended 31 March 2013, the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Approved by the Board on 13 December 2013 and signed on its behalf by:

.....

J A Hay
Trustee

The notes on pages 8 to 13 form an integral part of these financial statements.

British Deaf History Society Ltd

Notes to the Financial Statements for the Year Ended 31 March 2013

1 Accounting policies

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities (SORP 2005)', issued in March 2005, the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Companies Act 2006.

Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Further details of each fund are disclosed in note 16.

Incoming resources

Voluntary income including donations and grants that provide core funding or are of a general nature is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Shop income and income derived from events is recognised as earned (that is, as the related goods or services are provided).

Investment income is recognised on a receivable basis.

Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Costs of generating funds are the costs of trading for fundraising purposes.

Irrecoverable VAT

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Depreciation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Fixtures and fittings	25% straight line basis
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British Deaf History Society Ltd

Notes to the Financial Statements for the Year Ended 31 March 2013

..... continued

Stock

Stock is valued at the lower of cost and net realisable value, after due regard for obsolete and slow moving stocks. Net realisable value is based on selling price less anticipated costs to completion and selling costs. Items donated for resale or distribution are not included in the financial statements until they are sold or distributed.

Operating leases

Rentals payable under operating leases are charged in the statement of financial activities on a straight line basis over the lease term.

2 Voluntary income

	Unrestricted Funds £	Total Funds 2013 £	Total Funds 2012 £
Donations and legacies			
Donations and legacies	798	798	879
Grants			
Grants - other agencies	19,480	19,480	477
	20,278	20,278	1,356
	20,278	20,278	1,356

3 Grants receivable

	Unrestricted Funds £	Total Funds 2013 £	Total Funds 2012 £
Grants - other agencies	19,480	19,480	477
	19,480	19,480	477

4 Activities for generating funds

	Unrestricted Funds £	Total Funds 2013 £	Total Funds 2012 £
Operating activity 1			
Subscriptions	1,578	1,578	1,417
Sales of books and journals	5,402	5,402	6,133
Events and fundraising	430	430	240
	7,410	7,410	7,790
	7,410	7,410	7,790

British Deaf History Society Ltd

Notes to the Financial Statements for the Year Ended 31 March 2013

..... *continued*

5 Investment income

	Unrestricted Funds £	Total Funds 2013 £	Total Funds 2012 £
Interest on cash deposits	20	20	19

6 Total resources expended

	Operating activity 1 £	Total £
Direct costs		
Fundraising costs	1,312	1,312
Cost of goods sold	5,339	5,339
Employment costs	7,085	7,085
Establishment costs	11,829	11,829
Repairs and maintenance	122	122
Office expenses	931	931
Printing, posting and stationery	1,562	1,562
Equipment hire	646	646
Sundry and other costs	799	799
Cleaning	321	321
Cost of trustee meetings	296	296
Travel and subsistence	5,629	5,629
Advertising and promotion	330	330
Accountancy fees	300	300
Bank charges	255	255
Depreciation of tangible fixed assets	1,267	1,267
	38,023	38,023

British Deaf History Society Ltd

Notes to the Financial Statements for the Year Ended 31 March 2013

..... *continued*

7 Trustees' remuneration and expenses

No trustees received any remuneration during the year.

8 Net expenditure

Net expenditure is stated after charging:

	2013	2012
	£	£
Depreciation of tangible fixed assets	1,267	1,267

British Deaf History Society Ltd

Notes to the Financial Statements for the Year Ended 31 March 2013

..... continued

9 Employees' remuneration

The aggregate payroll costs of these persons were as follows:

	2013 £	2012 £
Wages and salaries	<u>7,036</u>	<u>3,300</u>

No employee received emoluments of more than £60,000 during the year (2012 - No. 0). The British Deaf History Society is run mainly by volunteers. The only paid staff member during the year ended March 2012 was employed as part of a Lottery Heritage Fund project.

10 Taxation

The company is a registered charity and is, therefore, exempt from taxation.

11 Tangible fixed assets

	Fixtures, fittings and equipment £
Cost	
As at 1 April 2012 and 31 March 2013	<u>5,068</u>
Depreciation	
As at 1 April 2012	2,206
Charge for the year	<u>1,267</u>
As at 31 March 2013	<u>3,473</u>
Net book value	
As at 31 March 2013	<u>1,595</u>
As at 31 March 2012	<u>2,862</u>

12 Debtors

	2013 £	2012 £
Other debtors	1,013	910
Prepayments and accrued income	-	<u>2,350</u>
	<u>1,013</u>	<u>3,260</u>

British Deaf History Society Ltd

Notes to the Financial Statements for the Year Ended 31 March 2013

..... continued

13 Creditors: Amounts falling due within one year

	2013 £	2012 £
Accruals and deferred income	4,250	-

14 Members' liability

The charity is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

15 Related parties

Controlling entity

The charity is controlled by the trustees who are all directors of the company.

16 Analysis of funds

	At 1 April 2012	Incoming resources	Resources expended	At 31 March 2013
	£	£	£	£
General Funds				
Unrestricted income fund	38,972	27,708	(38,023)	28,657

17 Net assets by fund

	Unrestricted Funds	Total Funds 2013	Total Funds 2012
	£	£	£
Tangible assets	1,595	1,595	2,862
Current assets	31,312	31,312	36,110
Creditors: Amounts falling due within one year	(4,250)	(4,250)	-
Net assets	28,657	28,657	38,972

British Deaf History Society Ltd
Statement of financial activities by fund Year Ended 31 March 2013

	Unrestricted income fund 2013	Unrestricted income fund 2012
	£	£
Incoming resources		
Incoming resources from generated funds		
Voluntary income	20,278	1,356
Activities for generating funds	7,410	7,790
Investment income	20	19
Total incoming resources	<u>27,708</u>	<u>9,165</u>
Resources expended		
Costs of generating funds		
Fundraising trading: cost of goods sold and other costs	38,023	27,444
Total resources expended	<u>38,023</u>	<u>27,444</u>
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