

NOTICE IS HEREBY GIVEN that
The Annual General Meeting of The Harpenden Society (Charity Number 278154)
will take place on Wednesday, 24 April 2019 at 8:00pm.
Location – Southdown Room, Harpenden Public Halls

AGENDA

1. Welcome by the President
2. Apologies for absence
3. Minutes of the Annual General Meeting held on 19th April 2018
4. Matters arising
5. Treasurer's Report
6. Appointment of Independent Examiner
7. Chairman's Report
8. Election of Officers (Chairman, Hon. Secretary, Hon. Treasurer)
9. Election of Committee
10. Any other business
11. Date of next Annual General Meeting (provisionally 23rd April 2020)

Nominations for Officers and Committee Members

OFFICERS

			Proposed By	Seconded By
Chairman	Philip	Waters	Bob Fletcher	John Harris
Treasurer	Harry	Downie	Alan Jackson	Ron Taylor
Secretary	Bob	Fletcher	John Harris	Alan Jackson

COMMITTEE

			Proposed By	Seconded By
	Penelope	Ayres	John Harris	Alan Jackson
	Paul	Gardiner	Ron Taylor	Penny Ayres
	Alan	Falconer	Pauline Waddilove	Bob Fletcher
	John	Davis	Bob Fletcher	John Harris
	Chris	Armitage	Ron Taylor	Bob Fletcher
	John	Harris	Alan Jackson	Penelope Ayres
	Alan	Jackson	John Harris	Ron Taylor
	Tim	Riley	Ron Taylor	Bob Fletcher
	Ron	Taylor	John Harris	Alan Jackson
	Janet	Smith	Bob Fletcher	Pauline Waddilove
	Geoff	Newman	Alan Jackson	John Harris
	Alan	Bunting	Michael Waddilove	Ron Taylor
	John	Lowe	Pauline Waddilove	Michael Waddilove
	Hester	Gabbutt	Jan Smith	Bob Fletcher

The Harpenden Society
Income and Expenditure account
for the 12 months to
31/12/2018

	General Fund £	Restricted Funds	Total	Year to 31/12/2017 £
INCOME				
Subscriptions and donations	4,904.75		4,904.75	4,911.50
Interest received	13.96		13.96	2.29
Gift aid refund	1,001.70		1,001.70	1,066.04
	<hr/> 5,920.41	0.00	<hr/> 5,920.41	<hr/> 5,979.83
EXPENDITURE				
Newsletters	1,269.69		1,269.69	1,560.08
Other Publications	100.80		100.80	56.00
Public Meetings	1,461.91		1,461.91	624.45
Economic Activity	0.00		0.00	0.00
AGM expenses	176.44		176.44	163.05
The Harpenden plaque	23.13		23.13	213.28
<u>Donations, gratuities and gifts</u>				
Harpenden in Bloom	192.00		192.00	192.00
Arts trail	0.00		0.00	50.00
Subscriptions to other societies	40.00		40.00	140.00
Without whom award	0.00		0.00	68.95
Advertising & Promotion	305.80		305.80	575.78
Committee Meetings	105.00		105.00	100.00
Office expenses, postage, telephone etc.	246.92		246.92	125.34
Insurance	183.91		183.91	182.89
Depreciation	237.92		237.92	0.00
	<hr/> 4,343.52	0.00	<hr/> 4,343.52	<hr/> 4,051.82
Surplus/-Deficit for the period	<hr/> 1,576.89	0.00	<hr/> 1,576.89	<hr/> 1,928.01
Funds b/f	13,542.53	376.86	13,919.39	11,991.38
Surplus/deficit	1,576.89	0.00	1,576.89	1,928.01
Transfer	376.86	-376.86		
Funds c/f	15,496.28	0.00	15,496.28	13,919.39

**Balance
Sheet
31/12/2018**

	General £	Restricted £	Total £	year to 31/12/2017
FUNDS				
Balance at 1st January 2018	13,542.53	376.86	13,919.39	11,991.38
Surplus/Deficit for the period	1,576.89	0.00	1,576.89	1,928.01
Transfer	376.86	-376.86	0.00	
	<u>15,496.28</u>	<u>0.00</u>	<u>15,496.28</u>	<u>13,919.39</u>
Represented by:				
FIXED ASSETS				
Display boards, etc. at notional value	600.00		600.00	600.00
Purchased during the year	951.69		951.69	0.00
Deduct depreciation	-836.92		-836.92	-599.00
	<u>714.77</u>	<u>0.00</u>	<u>714.77</u>	<u>1.00</u>
CURRENT ASSETS				
HMRC re gift aid	0.00		0.00	0.00
Payments in advance	0.00		0.00	196.50
Cash on deposit at bank and in hand	14,819.51	0.00	14,819.51	13,903.89
	<u>14,819.51</u>	<u>0.00</u>	<u>14,819.51</u>	<u>14,100.39</u>
CURRENT LIABILITIES				
Subscriptions received in advance	38.00		38.00	182.00
Sundry creditors	0.00		0.00	0.00
	<u>38.00</u>	<u>0.00</u>	<u>38.00</u>	<u>182.00</u>
NET CURRENT ASSETS	<u>14,781.51</u>	<u>0.00</u>	<u>14,781.51</u>	<u>13,918.39</u>
TOTAL ASSETS	<u>15,496.28</u>	<u>0.00</u>	<u>15,496.28</u>	<u>13,919.39</u>

Independent Examiner's Report to the Trustees of the Harpenden Society

I report on the accounts of the Harpenden Society for the year ended 31st December 2018, which are set out on pages 2 and 3 above.

Respective responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that neither an audit nor an independent examination is required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) but, in the interests of good governance, an independent examination should be conducted as though it were required.

It is my responsibility to:

- a) examine the accounts prepared pursuant to section 145 of the 2011 Act
- b) to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act) and Independent Examiner's Report to the Trustees of the Harpenden Society
- and
- c) to 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.

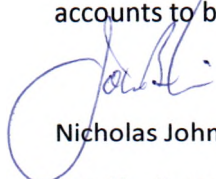
Independent Examiner's Statement

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:
 - a) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - b) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding accounts to be reached.



Nicholas John Bristow, Chartered Accountant

5 Tuffnells Way, Harpenden AL5 3HJ

18th March 2019