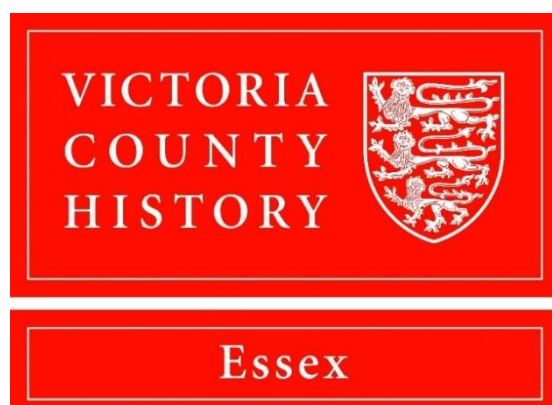


# Victoria County History of Essex Trust



## Annual Report and Accounts for the year ended 31 December 2019

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## Trustees and Advisers

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<b>Trustees</b>	Geoffrey Hare, OBE, <i>Chairman</i> Rt Hon Lord Petre, KCVO, JP, MA, <i>Vice Chairman</i> Louisa Tippet, ACA, BSc, <i>Treasurer</i> Patricia Herrmann, OBE, <i>Secretary</i> Kenneth L Crowe, BEd, MA, AMA Paul J Gilman, BA, FSA Christopher Manning-Press, DL Sarah E L Manning-Press, BA Arthur Stanley Newens, BA J Nicolas Rowlands, BA, DipEd Professor Anthony Tuck, PhD Timothy Underwood, MA [until 18.10.19]
<b>Principal address</b>	West Bowers Hall Woodham Walter Maldon Essex CM9 6RZ
<b>Registered charity number</b>	1038801
<b>Editors</b>	Christopher C Thornton, BA, PhD, FSA, FRHistS, <i>Editor</i> Herbert D Eiden, MA, PhD, <i>Assistant Editor until 30.09.19</i>
<b>Independent Examiner</b>	Canon Henry Arthur Marsh 5 Vicarage Lane Great Baddow Chelmsford Essex CM2 8HY
<b>Bankers</b>	HSBC Bank plc 99 High Street Chelmsford Essex CM1 1EQ

## Trustees' Report

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This formal document from the Trustees provides a brief summary of our progress during the whole of the calendar year 2019. All our work is governed by our constitution, dated 30 March 1994, and by the tripartite agreement of 2011 which the Trust has with the Institute of Historical Research (IHR) and our Editors.

If 2018 had appeared to be year of 'anxieties and uncertainty', 2019 may be seen as a period in which substantial progress was made in alleviating our financial difficulties and of bedding-in the changes and additions to the Trust's officers and membership.

Of principal concern at the beginning of the year was the need to establish a firm financial base from which effective planning could be made to enable the substantial Red Book programme to be continued. The Trust was aware that our constitution requires us to maintain an adequate financial reserve and, thus, from whatever total we accumulated during a year, a balance of some £20,000 to £30,000 must be retained for this purpose. Fund-raising continued throughout the year and, although the launch of *Harwich, Dovercourt and Parkeston in the 19th Century* (our 'Harwich Short') was delayed until autumn, the sustained effort had achieved nearly £100,000 by December. It enabled the Trust to plan with confidence for 2020's programme, due to the continued generosity of our many friends and, in particular, to the Harwich Society and the Essex County Council Essex Record Office, both of which hosted launch events for the Harwich book, the first for the Trust to be researched and written by Dr Andrew Senter. Finally, a completely unexpected legacy completed a satisfactory end to the year.

In the Chairman's letter sent to our supporters in mid-October, a developing need to attract new Trustees 'plugged into the mores and technologies of today' was expressed. As a result, we have been put in touch with some potential Trustees, and Dr Johanna Dale, an historian and post-doctoral fellow at UCL, has agreed to become a member. If we succeed in attracting others, the new blood will help us to extend the reach of VCH Essex through social media.

Promising though this is, the year also saw the deaths of two Trustees who had been of enormous value to our work over many years. Tim Underwood, a founding member of our pioneering Clacton volunteer group, died in October, having been a Trustee since June 2012. Then in December, Sir Alex Jarratt died. First elected a Trustee in June 2003, he became Vice-Chairman in 2005 and was the main architect of the major fund-raising in the following years, retiring at the end of 2017. One final loss, of serious consequences for the Trust, was the departure of our Assistant Editor, Dr Herbert Eiden, upon his acceptance of a three-year appointment to the research team 'The People of 1381' investigating the actors in the rising we know as the Peasants' Revolt. As Herbert's PhD was on that subject, he is well qualified for the project - but his absence for at least three years will have inevitable effects on the progress of our work. The Trust is considering the possibility of bringing in another assistant to support the writing of Volume XIII on Harwich and Dovercourt. Funding has been set aside for this purpose and a grant application prepared to support the Trust's resources.

## Trustees' Report

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The central responsibility of the Trust remains the progress of the Red Books and the shorter histories. Here, the serious restriction on funds to support the work of the Editors was noted in our last Annual Report. Of the two parts of Volume XII, *St Osyth to the Naze*, indexing is almost complete for Part 1 and this Red Book is now with the printers. The text of Part 2, covering the Sokens, is substantially complete, and it is hoped to finish the remaining work on this Part 2 of Volume XII during the year. The Harwich 'Short' was published in October and has already covered its costs: a success both economically and in content. Work has started on one aspect of research for Vol XIII, *Harwich and Dovercourt*: after training by our Editor, Dr Christopher Thornton, volunteers from the Clacton Group are studying the Harwich Port Books, and this work is being supported by grants from the Hervey Benham Charitable Trust and the Grass Roots Charity.

The Southend Group is making steady progress, under the direction of VCH Trustee Ken Crowe, towards its publication of a VCH 'Short' on *Southend: Aspects of the History of Town and Borough, c.1550-200*, and the Group's work may be close to completion by the end of 2020.

The Trust welcomes the arrival at the Institute of Historical Research of Catherine Clarke as Professor of People, Place and Community. Her rôle incorporates the Directorship of the Victoria County History. With a refreshing drive and enthusiasm, it is hoped that she will bring direction and stability to the central VCH. The welcome resumption of a formal planning framework for the counties' relationship with the central VCH is a first outcome of the new régime.

In summary, the Trust has reached a relatively stable framework for the year ahead and, perhaps with new Trustees engaged, its ambition to make itself better and more frequently known will be achievable. Whilst acknowledging the problems we have faced in completing Volume XII, this has to be set in the context of a Trust of slender means balancing work on three substantial Red Books, having published an important *History of Harwich, Dovercourt and Parkeston in the 19th Century* in time for the 'Mayflower Year' and being well advanced on a 'Short' history of Southend. We intend to drive all forward in 2020.

As always, the Trust concludes with thanks. Firstly to our splendid Editors, Christopher Thornton and Herbert Eiden; and also to all those institutions, organisations, trusts and the many individuals upon whose support we depend. Our particular thanks go to our Independent Examiner, Canon Henry Marsh.

**Geoffrey Hare**  
*Chairman*

## Trustees' Responsibility Statement

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The Charity's Trustees are responsible for preparing a receipts and payments account and a statement of assets and liabilities for each financial year that properly present the Charity's receipts and payments during the year and its assets and liabilities at the end of the year. In preparing those statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which enable them to ensure that the receipts and payments account and the statement of assets and liabilities comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# Receipts and Payments Account

for the year ended 31 December 2019

	2019		2018	
	£	£	£	£
<b>Receipts</b>				
Designated funds and donations		-		-
Unrestricted donations				
Donations from individuals <i>(see note 3)</i>	10,522		15,491	
Gift Aid received in year	2,974		750	
Donations from Councils and Societies	1,310		1,400	
Donations from Trusts	7,750		4,300	
Legacy	17,114		-	
		39,670		21,941
Investment income - interest	79		290	
		79		290
Other income <i>(see note 4)</i>	2,410		218	
		2,410		218
<b>Total receipts</b>		<b>42,159</b>		<b>22,449</b>
<b>Direct charitable payments</b>				
Payments in respect of Volume XII				
Editors	8,800		2,875	
Contributors	90		420	
Images	127		513	
		9,017		3,808
Payments in respect of Harwich project and Volume XIII				
Editors	8,670		10,664	
Contributors	917		2,339	
		9,587		13,003
Non-specific editorial expenses	421		-	
		421		-
Other expenditure <i>(see note 6)</i>	369		240	
		369		240
<b>Total payments</b>		<b>19,394</b>		<b>17,051</b>
<b>Surplus/(deficit) of receipts over payments</b>		<b>22,765</b>		<b>5,398</b>
Capital appreciation		-		-
Funds balances brought forward		68,767		63,369
<b>Funds balances</b>		<b>91,532</b>		<b>68,767</b>
Designated funds included in funds balances <i>(see note 2)</i>		-		5,643

## Statement of Assets and Liabilities

for the year ended 31 December 2019

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	2019	2018
	£	£
<b>Monetary assets</b>		
HSBC current account	45,357	34,665
HSBC deposit account	46,175	34,102
	<hr/>	<hr/>
	91,532	68,767

Approved by the Board of Trustees on 18 February 2020

and signed on their behalf by

**Geoffrey Hare OBE**  
*Trustee and Chairman of the meeting*

**Louisa Tippet ACA, BSc**  
*Trustee and Hon Treasurer*



## Notes to the Accounts

for the year ended 31 December 2019

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1. **Accounting policies**

**General**

These accounts have been prepared under the historical cost convention and in accordance with the requirements of the Charities Act 2011.

**Basis of preparation**

The financial statements are prepared on a cash basis whereby income and expenditure is only recognised as it is received or paid.

2. **Designated funds and donations**

All funds relating to the research and publishing the History of Harwich designated in 2013 have been expended together with the Essex Heritage Trust £10,000. No further specific donations and funds have been designated other than budgeting for continued editorial activities in respect of Volumes XII and XIII.

3. **Donations from individuals**

Donations for 2019 amounted to £10,522 with a claim for Gift Aid of £2,444 outstanding at the year end. For 2018 the individual donations amounted to £15,491 with Gift Aid claims totalling £3,724 (of which £2,974 was received in 2019).

4. <b>Other income</b>	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
AGM raffle	211	100
Sales of Newport VCH 'Short'	123	118
Editors talks	58	-
Essex on the Edge Conference -share	525	-
Sales of Harwich VCH 'Short'	1,493	-
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	2,410	218
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5. **VCH 'shorts'**

**Newport** – The Trustees funded production costs of £1,748 in 2015. Total sales up to 31 December 2019 amounted to £2,380 (2018: £2,257).

**Harwich** – The agreed costs of production were agreed at £1,220. Total sales income up to 31 December 2019 amounted to £1,493.

6. <b>Other expenditure</b>	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Insurance (prepaid in 2017)	75	-
Subscriptions and books	21	21
Photocopier	-	219
Printing	273	-
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	369	240
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## Independent Examiner's Report

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### To the Trustees of the Victoria County History of Essex Trust

I report to the Trustees on my examination of the accounts of the Trust for the year ended 31 December 2019.

### Responsibilities and basis of the Report

As the Trustees of the charity 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 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission 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.

5 Vicarage Lane  
Great Baddow  
Chelmsford  
Essex CM2 8HY

**Canon Henry Arthur Marsh**  
*Independent Examiner*

22 May 2020