

# ANNUAL REPORT OF THE TRUSTEES MEDIEVAL SETTLEMENT RESEARCH GROUP

Registered Charity No 801634

## **Objectives**

The objective of the Group is the advancement of public education through the promotion of interdisciplinary involvement in the collection, analysis and dissemination of data relating to the history, geography and archaeology of medieval rural settlement.

## **Trustees Address**

Dr P Stamper (President) 41 Warkton, Kettering, Northants, NN16 9XJ  
Dr N Christie (Secretary) Department of Archaeology, University of Leicester LE1 7RH  
Dr R E Glasscock (Treasurer) St John's College, Cambridge CB2 1TP  
Dr S C Turner (Editor) School of Historical Studies, Newcastle University NE1 7RU

## **Review of activity during the year**

The Group's activities (policymaking, conferences and publication) have continued as before. The range of interests and issues is reflected in the content of the accompanying Report 24 covering the year 2009-2010.

## **Result of the year**

The excess of receipts over payments amounted to £2,871 (2009: £1,180).

## **Reserves policy**

The trustees' policy is to maintain reserves at a level to enable the long term and other research projects to be sustained in the foreseeable future.

## **Grant making policy**

The charity makes grants towards research projects and other bodies involved in similar areas of education and research in respect of medieval settlement.

## **Investments policy**

The charity's funds are invested in National Savings deposits that are regarded as a safe liquid investment with an adequate return, and suitable for a small charity.

## **Risk policy**

The trustees have reviewed the major risks facing the charity and presently conclude that no specific action is required.

R E Glasscock, Treasurer

# INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF MEDIEVAL SETTLEMENT RESEARCH GROUP

I report on the accounts for the year ended 31 January 2010 which are set out on the following page.

## **Respective responsibilities of Trustees and Examiner**

The charity's trustees are responsible for the preparation of the account. The charity's trustees consider that an audit is not required for this year under Section 43(2) of the Charities Act 1993 (the Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 43(3)(a) of the Act;
- Follow the procedures laid down in the General Directions given by the Charity Commissioners under Section 43(7)(b) of the Act;
- 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 Commissioners. An examination includes a review of the accounting records kept by the charity and 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

## **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 41 of the Act; and
  - to prepare accounts which accord with the accounting records and to comply with accounting requirements of the Act have 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.

C M P Johnson MA PhD  
Formerly Senior Bursar  
St John's College  
Cambridge CB2 1TP

29 June 2010

**MEDIEVAL SETTLEMENT RESEARCH GROUP**  
**Registered Charity No 801634**  
**GENERAL FUNDS – RECEIPTS AND PAYMENTS ACCOUNT**

**Financial Year ended 31 January 2010**

**Note 1 Accounting policies**

**Historical Cost Convention**

The Receipts and Payments account and Statement of assets and Liabilities are prepared under the historical cost convention.

**Stocks of Publications**

Stocks of Publications are not valued or included in the Statement of assets and liabilities

**Note 2 Funds**

All funds of the charity are unrestricted.

	2009–10	2008–09		2009–10	2008–09
	£	£		£	£
<b>RECEIPTS</b>			<b>PAYMENTS</b>		
<b>Donation, legacies and other similar sources</b>			<b>Charitable Payments</b>		
Donations	–	–	Research Grants	1,000	1,000
Income tax recovered through gift aid	1,119	1,143	Student Bursaries	–	–
A.L.C.S.	118	110	J. G. Hurst Memorial Prize	–	200
<b>Operating activities to further the charity's objects</b>			<b>Charitable Activity</b>		
Subscriptions	6,041	6,324	Annual Report printing	2,409	4,710
Publication sales	11	12	Conference expenses	–	1,257
Conference receipts	336	498	<b>Management and administration</b>		
Grants for publication	–	–	Secretarial and Committee expenses	360	396
Postage contributions	100	–	AGM and Seminar expenses	222	–
<b>Investment Income Receipts</b>			Insurance	109	93
Current account interest	–	–	CBA Affiliation Fees	86	84
Deposit account interest	189	1,626	Postage	850	756
	<u>7,914</u>	<u>9,713</u>	Refund of subscriptions paid in error	7	32
			Bank Charge	–	5
				<u>5,043</u>	<u>8,533</u>

**Statement of Assets and Liabilities**

Balance of payments over receipts	2,871	1,180	Current bank account	2,346	2,255
Balance brought forward	<u>46,997</u>	<u>45,817</u>	National Savings deposit account	47,522	44,742
	<u>49,868</u>	<u>46,997</u>	Creditors	–	–
				<u>49,868</u>	<u>46,997</u>