

Monumental Brass Society

(Founded in 1887 as the Cambridge University Association of Brass Collectors)

Annual Report and Financial Statements

for the year ended 31st December 2009

Annual Report 2009/10

NOTICE IS HEREBY GIVEN that the Annual General Meeting of the Society will be held in The Becket Chapel, Minster Precincts, Peterborough PE1 1XS, on Saturday, 10th July 2010 at 2.15p.m.

A G E N D A

- 2.15p.m.
1. Apologies for absence
 2. Approval of the Minutes of the Annual General Meeting held on 3rd October 2009
 3. Approval of the Annual Report 2009/10
 4. Approval of the Accounts for the year ended 31st December 2009
 5. Election of an Independent Examiner
 6. Election of Officers to serve in accordance with Rule 3 (see Note 1)
 7. Election of members to serve on the Executive Council (see Note 2)
 8. Any Other Business
- 3.30p.m.
9. Our member, Rob Kinsey, will speak on
Lawyers and Stewards on Brasses in Peterborough Cathedral

4th June 2010

BY ORDER OF THE COUNCIL
H. Martin Stuchfield
Hon. Secretary

Annual Report 2009/10

Note 1

The Executive Council propose the following names for office during the coming year:

President:	Ven. D.G. Meara, M.A., F.S.A.
Vice-Presidents:	Rev. Fr. J.F.A. Bertram, M.A., F.S.A. P.D. Cockerham, M.A., Ph.D., Vet.M.B., F.S.A., M.R.C.V.S. Prof. N.E. Saul, M.A., D.Phil., F.S.A., F.R.Hist.S. H.M. Stuchfield, J.P., F.S.A., F.R.Hist.S. N.J. Rogers, M.A., M.Litt., F.S.A.
Hon. Secretary:	H.M. Stuchfield, J.P., F.S.A., F.R.Hist.S.
Hon. Treasurer:	H. Guilford, B.Sc., D.Phil.
Hon. Editor:	P.D. Cockerham, M.A., Ph.D., Vet.M.B., F.S.A., M.R.C.V.S.

Note 2

The members of the Executive Council retiring by rotation this year are Miss S.F. Badham, F.S.A. and Miss R.M. Willatts, M.A. Two nominations have been received for the two vacancies for election to the Executive Council:

J.C. Bayliss, B.A., proposed by H.M. Stuchfield, J.P., F.S.A., F.R.Hist.S. and seconded by G.D. Wood, M.A.(Oxon.). Jon is a retired Computer Analyst. He is Hon. Local Secretary for the county of Norfolk and has served on the Executive Council from 1990 to 1993, 1995 to 1998, 2000 to 2003 and from 2006 to 2009. He was appointed Hon. Internet Publicity Officer in 2006. He is a member of the Church Monuments Society and the Norfolk and Norwich Archaeological Society. He is particularly interested in the workshops of 16th and 17th Century brasses and monuments and has been a member of the Society since 1974.

Miss P. Walker, B.A.(Hons.), proposed by C.O. Steer, M.A. and seconded by H.M. Stuchfield, J.P., F.S.A., F.R.Hist.S. Pam is County Co-ordinator for the Public Catalogue Foundation. She is studying for a doctorate focusing on the representation of clothing on medieval monumental brasses and has been a member of the Society since 2008.

Annual Report 2009/10

Members

During the period under review 12 (2008/9: 26) new members were elected and, after taking into account deaths, resignations and lapsed members, the membership stood, as at the date of this report, at 402 (2008/9: 394). The total comprised 6 (2008/9: 6) Honorary members; 340 (2008/9: 337) Ordinary members; 8 (2008/9: 8) Family members; 4 (2008/9: 4) Associate members and 39 (2008/9: 39) Institutional members.

Personalia

The period under review saw the passing of five members:

Claude Blair, C.V.O., O.B.E., M.A., Litt.D., F.S.A., who passed away on 21st February 2010, joined the Society in 1946, and was elected a Vice-President in 1972. Dr. Blair was Keeper of Metalwork at the Victoria and Albert Museum from 1972 to 1982. His funeral was held at the church of St. Sepulchre-without-Newgate in the City of London on 11th March 2010 where lessons were read by our members, Sally Badham, Prof. John Blair (son) and Philip Lankester. A full tribute will be published in the *Transactions* for the year 2010 (Volume XVIII, Part 2).

Esmond Hawes, B.Sc., M.A., who passed away on 3rd January 2010, joined the Society in 1934 and was elected an Honorary member in 1984. Mr. Hawes was Hon. Local Corresponding Secretary for Cheshire, Lancashire and the North West for many years.

The other members who have passed away are: Peter Lambert (1968), Alice Reddihough (1955) and Rev. William Smith (1966).

Meetings

Two General Meetings of the Society were held.

The first was held at the Royal Foundation of St. Katharine on 6th February 2010. The two speakers for the afternoon were our member, Stephen Freeth and our Vice-President and Hon. Secretary, Martin Stuchfield, who spoke on *Brasses in Private Possession*. The presentations were enhanced with original brasses together with the room adorned with brass rubbings.

The second General meeting was held by special arrangement at the church dedicated to St. Mary at Harefield, Middlesex on 20th March 2010. Following a welcome by our President, Ven. David Meara, and the incumbent, Rev. Andrew Gandon, a short talk was given by our Vice-President and Hon. Secretary, Martin Stuchfield, on *The Monumental Brasses of Harefield*. This was followed by Simon Watney, Conservation Case Officer for the Church Monuments Society, who spoke on *The Monuments of Harefield*. Members viewed the brasses and monuments. Jane Houghton provided a special bookstall with tea concluding the day.

The Annual General Meeting was held at the Royal Foundation of St. Katharine on 3rd October 2009. Following the formal business our members, David Lillistone and Janet Whitham spoke on *The Elephant in Medieval Art*. The presentation was a tribute to our late Vice-President, Nancy Briggs. The room was adorned with brass rubbings displayed by our members, Derrick Chivers, Jane Houghton, Roger Joy and Janet Whitham.

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Excursion

The Excursion held on 15th May to Kent was organised and led by our member, Graham Wood. Meeting at Ashford station the morning session was occupied visiting churches at Ashford and Great Chart. Following lunch at Cranbrook the parish church was visited. The day concluded with a visit to Biddenden church where afternoon tea was provided.

Publications

The period under review produced a further issue of the *Transactions* for the year 2008 (Volume XVII, Part 6) under the editorship of Nicholas Rogers.

Les Smith was responsible for one issue of the *Bulletin* (112). An enormous debt of gratitude is due to Mr. Smith who had produced sixty-five issues during his twenty-two year period in office. William Lack succeeded as Hon. Bulletin Editor and was responsible for two issues (113 and 114).

Website

The website under the management of the Hon. Internet Publicity Officer, Jon Bayliss, continued to be regularly updated and improved throughout the period under review and can be reached on www.mbs-brasses.co.uk.

Fund Raising

The Society's bookstall operated by our member, Jane Houghton, under the title *Aspiring Church Books*, continued to be a regular and much-valued feature at Society meetings and events. Lists of available stock by mail order are obtainable by contacting aspiringchurchbooks@hotmail.com.

Conservation

In the matter of conservation of brasses the Society has made the following grants:

Yorkshire (W.R.), Owston: £125.00 towards the conservation of monumental brass commemorating Robert de Haitfield, [1417], and wife Ade, 1409, (M.S.I.).

Yorkshire (W.R.), Sessay: £250.00 towards the conservation of monumental brass commemorating Thomas Magnus, 1550, (M.S.I.).

4th June 2010

H. Martin Stuchfield
Hon. Secretary

Legal and Administrative Details

Objects

The objects of the Monumental Brass Society ("the Society") are:

- (a) To endeavour to ensure the better preservation of monumental brasses, indents of lost brasses and incised slabs.
- (b) To promote the study of, and interest in, monumental brasses, indents and incised slabs by the publication of transactions and in any other way possible.
- (c) To compile with a view to publication a list of all extant brasses, indents and incised slabs, both British and foreign.

Legal Status

The Society has been granted registration as a charity by the Charity Commission. The Inland Revenue has accepted the Society as a charity within the definition of section 506(1) Income & Corporation Taxes Act 1988, as a result of which the Society's income and gains are not taxable to the extent that they are applicable and applied to charitable purposes.

Charity number

214336

Registered address

c/o The Society of Antiquaries of London
Burlington House
Piccadilly
London W1J 0BE

Officers

The Officers elected at the 2009 Annual General Meeting comprised:

President:	Ven. D.G. Meara, M.A., F.S.A.
Vice-Presidents:	C. Blair, C.V.O., O.B.E., M.A., Litt.D., F.S.A. Rev. Fr. J.F.A. Bertram, M.A., F.S.A. P.D. Cockerham, M.A., Ph.D., Vet.M.B., F.S.A., M.R.C.V.S. Prof. N.E. Saul, M.A., D.Phil., F.S.A., F.R.Hist.S. H.M. Stuchfield, J.P., F.S.A., F.R.Hist.S.
Hon. Secretary:	H.M. Stuchfield, J.P., F.S.A., F.R.Hist.S.
Hon. Treasurer:	H. Guilford, B.Sc., D.Phil.
Hon. Editor:	N.J. Rogers, M.A., M.Litt., F.S.A.

Legal and Administrative Details

Executive Council

In addition to the Officers the Executive Council comprised:

S.F. Badham, F.S.A. (Elected to retire in 2010)

R.M. Willatts, M.A. (Elected to retire in 2010)

H.J.B. Allen, M.A., M.Soc.Sc., Dip.Ed. (Elected to retire in 2011)

D.M. Griffith, B.A., Ph.D. (Elected to retire in 2011)

D.R. Hutchinson, O.B.E., F.S.A. (Elected to retire in 2011)

P.J. Heseltine (Elected to retire in 2012)

M.J. Ward, B.A.(Hons.) (Elected to retire in 2012)

Independent Examiner

R.G. Oakley

Bankers

Alliance & Leicester Commercial Bank

Bridle Road

Bootle

Merseyside GIR 0AA

Barclays Bank PLC

Barclays Business Centre

Holborn and Chancery Lane Branch

147 Holborn

London EC1N 2NU

CCLA Investment Management Limited

COIF Charity Funds

80 Cheapside

London EC2Y 6DZ

Oshkosh Central Credit Union

1100 W. 20th Avenue

P.O. Box 2364

Oshkosh

Wisconsin 54903

U.S.A.

General Fund

Income and Expenditure Account

for the year ended 31st December 2009

	2009		2008	
	£	£	£	£
Income				
Subscriptions		7,395.00		8,768.75
Donations		707.50		166.06
Tax recovered		4,244.36		—
Sales (net)				
Bookstall (net)	681.14		751.36	
Binders and other	—		369.74	
Merchandise	41.00		165.50	
Shire Book (inc royalties)	281.08		—	
		1,003.22		1,286.60
Events and activities				
Excursion (Northamptonshire)	—		(116.97)	
Visit (Oxford)	—		60.00	
Postgraduate Conference ('Brasses Revisited')	—		372.00	
Conference (Salisbury)	2,508.07		—	
Study Day (Boston)	491.16		—	
		2,999.23		383.03
Interest and investment income		633.79		1,587.52
Transfer to Malcolm Norris Fund		(63.07)		(45.11)
Adjustment for historical errors to reconcile Balance Sheet		2,395.67		—
Total income		19,315.70		12,146.85
Expenditure				
Publications				
<i>Bulletin</i> (net)	4,123.04		2,976.55	
Website	113.85		116.33	
		4,236.89		3,092.88
Meetings		487.32		1,374.16
Travelling		765.57		818.40
Postage, software and stationery		582.62		354.47
Subscriptions		—		50.00
Miscellaneous		58.00		142.60
Purchase of stock (Shire Book)		256.43		142.60
Transfer to Conservation Fund (inc 2/3 bookstall sales (net))		1,653.59		1,500.00
Transfer to Publications Fund (inc 1/3 bookstall sales (net))		5,727.05		5,751.36
Total expenditure		13,767.47		13,083.87
Surplus/(deficit) for the year		5,548.23		(937.02)

General Fund

Income and Expenditure Account

for the year ended 31st December 2009

	2009 £	2008 £
Publications Fund		
Reserve for 2007 and 2008 <i>Transactions</i> and Occasional Series at 31st December 2008	13,861.32	15,018.71
Publication costs of 2007 <i>Transactions</i>	(7,250.40)	(6,908.75)
	6,610.92	8,109.96
Bookstall sales (1/3 net)	227.05	251.36
Transfer from General Fund for 2009 <i>Transactions</i>	5,500.00	5,500.00
Reserve for 2008 and 2009 <i>Transactions</i> and Occasional Series at 31st December 2009	12,337.97	13,861.32
Malcolm Norris Fund		
Balance as at 31st December 2008	884.65	839.54
Interest	63.07	45.11
Balance as at 31st December 2009	947.72	884.65

Conservation Fund

Income and Expenditure Account

for the year ended 31st December 2009

	2009 £	2008 £
Income		
Bookstall sales (2/3 net)	454.09	500.00
Donations and legacy	5,560.00	411.50
Interest	65.68	536.50
Merchandise	41.00	—
Royalties for Shire Book	158.50	—
Transfer from General Fund	1,000.00	1,000.00
Total income	<u>7,279.27</u>	<u>2,448.00</u>
Expenditure		
Less: Grants paid in 2009 (see below)	(1,815.00)	(1,075.00)
Plus: Grants notified in 2009 as no longer required (see below)	325.00	295.00
Total expenditure	<u>1,490.00</u>	<u>780.00</u>
Surplus for the year	<u>5,789.27</u>	<u>1,668.00</u>

Schedule of grant awards for the year ended 31st December 2009

Applicant parish		Unpaid at 01/01/09	Made in 2009	Paid in 2009	Not required	Unpaid at 21/12/09
Norfolk, Necton	(05)	125.00			125.00	
York, All Saints	(05)	200.00			200.00	
Lincs, South Kelsey	(06)	175.00				175.00
Suffolk, Denhan	(06)	125.00				125.00
Suffolk, Fornham All Saints	(06)	150.00		150.00		
Bucks., Chalfont St. Giles	(07)	75.00				75.00
Norfolk, Clippesby	(07)	240.00				240.00
Warwicks., Ufton	(07)	150.00		150.00		
Essex, Creeksea	(08)	100.00		100.00		
Middx., Harefield	(08)	250.00		250.00		
Suffolk, Ipswich (St. Lawrence)	(08)	300.00				300.00
Beds., Lidlington	(09)		150.00			150.00
Lancs., Preston (R.C.)	(09)		165.00	165.00		
Salop, Ludford	(09)		1,000.00	1,000.00		
Yorks., Beeford	(09)		150.00			150.00
Yorks., Lowthorpe	(09)		250.00			250.00
Yorks., Owston	(09)		125.00			125.00
		<u>£1,890.00</u>	<u>£1,840.00</u>	<u>£1,815.00</u>	<u>£325.00</u>	<u>£1,590.00</u>

Balance Sheet

for the year ended 31st December 2009

	£	2009	£
Assets			
Cash and Bank Balances			
General Fund			
Barclays current a/c	6,098.83		
Alliance & Leicester	560.92		
Oshkosh Central Credit Union (U.S.A.)	615.20		
		<u>7,274.95</u>	
COIF deposit a/c		24,291.00	
Conservation Fund		12,514.75	
Charifund (600 units)		6,433.20	
Conservation Fund grants outstanding		(1,590.00)	
		<u>48,923.90</u>	
Represented by			
General Fund			
Accumulated balance			
as at 31st December 2008	10,522.41		
Add: surplus for the year	5,548.23		
		<u>16,070.64</u>	
Unrealised surplus on investments (Charifund)		5,535.67	
Conservation Fund			
Accumulated balance			
as at 31st December 2008	8,242.63		
Add: surplus for the year	5,789.27		
		<u>14,031.90</u>	
Publications Fund		12,337.97	
Malcolm Norris Fund		947.72	
		<u>48,923.90</u>	

4th June 2010

Hugh Guilford
Hon. Treasurer

Note: No value has been placed on the Society's archives, library and publications stock.

Independent Examiner's Report

for the year ended 31st December 2009

To the trustees/members of the Monumental Brass Society

This report on the accounts of the Monumental Brass Society for the year ended 31st December 2009, which are set out on pages 9 to 11, is in respect of an examination carried out under section 43 of the Charities Act 1993.

Respective responsibilities of trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 ('the Act') does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, 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 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 I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

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

- a) 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 the accounting requirements of the Act have not been met; or
- b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

4th June 2010

Robert G. Oakley
Independent Examiner

