

# Monumental Brass Society

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2018



REPORT AND ACCOUNTS

## Trustees and advisers

**Trustees:**

H.M. Stuchfield, M.B.E., J.P., D.L., F.S.A., F.R.Hist.S. (*President*)  
 Rev. Fr. J.F.A. Bertram, M.A., F.S.A. (*Vice-President*)  
 P.D. Cockerham, M.A., Ph.D., Vet.M.B., F.S.A., M.R.C.V.S. (*Vice-President*)  
 Prof. N.E. Saul, M.A., D.Phil., F.S.A. (*Vice-President*)  
 N.J. Rogers, M.A., M.Litt., F.S.A. (*Vice-President*)  
 Ven. D.G. Meara, M.A., F.S.A. (*Vice-President*)  
 S.G.H. Freeth, B.A., Dip.Arch.Admin., F.S.A. (*Vice-President*)  
 Dr. J.E. McQueen, B.Sc., B.A., M.B., B.S. (*Hon. Secretary*)  
 R.C. Kinsey, M.A., Ph.D. (*Hon. Treasurer*)  
 D.N. Lepine, B.A., Ph.D., F.S.A., F.R.Hist.S. (*Hon. Editor*)  
 M.J. Sillence, M.A., Ph.D.<sup>1</sup>  
 H. Guilford, Esq., B.Sc., D.Phil.<sup>1</sup>  
 Miss J.E.M. Houghton<sup>2</sup>  
 J.S. Lee, B.A.(Hons.), M.A., Ph.D.<sup>3</sup>  
 L.S. Voice<sup>3</sup>

**Registered address:** c/o Society of Antiquaries of London  
 Burlington House  
 Piccadilly  
 London W1J 0BE

**Charity number:** 214336

**Independent examiner:** M.C.M. Boon, B.A.(Hons.), M.St.(Cantab.), F.C.A., F.C.M.I.  
 Hill House  
 5 Addison Road  
 Gorleston  
 Great Yarmouth  
 Norfolk NR31 0PA

**Bankers:**

Barclays Bank PLC  
 Barclays Business Centre  
 Holborn and Chancery Lane Branch  
 147 Holborn  
 London EC1N 2NU

Santander UK plc  
 Bridle Road  
 Bootle  
 Merseyside GIR 0AA

<sup>1</sup>Elected to retire in 2019

<sup>2</sup>Elected to retire in 2020

<sup>3</sup>Elected to retire in 2021

## Notice of meeting

NOTICE IS HEREBY GIVEN that the Annual General Meeting of the Society will be held at The Oratory, 25 Woodstock Road, Oxford OX2 6HA on Saturday, 13th July 2019 at 11.00a.m.

### A G E N D A

- 1100a.m.
1. Apologies for absence
  2. Approval of the Minutes of the Annual General Meeting held on 14th July 2018
  3. Approval of the Trustees' Report
  4. Approval of the Accounts for the year ended 31st December 2018
  5. Election of the 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

14th June 2019

By Order of the Executive Council  
**Janet McQueen**  
*Hon. Secretary*

**Note 1**

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

President:	H.M. Stuchfield, M.B.E., J.P., D.L., F.S.A., F.R.Hist.S.
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. N.J. Rogers, M.A., M.Litt., F.S.A. Ven. D.G. Meara, M.A., F.S.A. S.G.H. Freeth, B.A., Dip.Arch.Admin., F.S.A.
Hon. Secretary:	Miss P. Williams, B.A.(Hons.)
Hon. Treasurer:	R.C. Kinsey, M.A., Ph.D.
Hon. Editor:	D.N. Lepine, B.A., Ph.D., F.S.A., F.R.Hist.S.

**Note 2**

The members of the Executive Council retiring by rotation this year are M.J. Sillence, M.A., Ph.D. and H. Guilford, B.Sc., D.Phil. 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, M.B.E., J.P., D.L., F.S.A., F.R.Hist.S. and seconded by Ms J. Whitham, B.Ed.(Hons.). Jon is a retired Computer Analyst. He has served on the Executive Council from 1990 to 1993, 1995 to 1998, 2000 to 2003, 2006 to 2009 and from 2006 to 2013. 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.

Mrs. C.A. Metcalfe, M.A., proposed by H.M. Stuchfield, M.B.E., J.P., D.L., F.S.A., F.R.Hist.S. and seconded by Dr. J.E. McQueen, B.Sc., B.A., M.B., B.S. Caroline is a retired Teacher and Adult Education Lecturer. She has been a member of the Society since 2011. She has a general appreciation of monumental brasses and is working on the transcription, translation and editing of the Memorandum Book of William Porlond, Clerk of the Brewers' Company from 1418-40. She is a historian and guide of St. Swithun's church, East Grinstead, Sussex in addition to being a member of the Parochial Church Council and contributed an article to *Bulletin* 131 (February 2016) relating to the brass commemorating Dame Kateryne Grey, 1505 (M.S.I). She is Honorary Historian and a guide for the Grade I Listed Sackville College Almshouses at East Grinstead.

## Trustees' report 2018/19

The Trustees present their report and accounts for the year ended 31st December 2018. The Trustees who served during the year and up to the date of this report are set out on page 1.

### Structure, governance and management

The Society was founded in 1887 as the Cambridge University Association of Brass Collectors and renamed as the Monumental Brass Society on 1st January 1894. The Society went into abeyance from 1st December 1914 until its revival on 6th February 1934. It is governed by a Trust Deed dated 1st April 1967 and was registered with the Charity Commission on 27th November 1967. H.M. Revenue & Customs has accepted the Society as a Charity within the definition of section 506(1) of the Income and 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.

The affairs of the Society are managed by an Executive Council ("the Trustees") of which all the officers (President, Vice-Presidents, Hon. Secretary, Hon. Treasurer, Hon. Editor) are members in addition to six ordinary members. The latter serve for a period of three years with two such members retiring by rotation each year. No person retiring is eligible for re-election at the same meeting. Nominations to fill vacancies on the Executive Council, duly proposed and seconded by two members of the Society and indicating the willingness of the nominee to stand must reach the Hon. Secretary by not later than 7th June each year. The officers of the Society and members of the Executive Council are elected at the Annual General Meeting. The Trustees have the power to fill vacancies occurring amongst the officers till the next Annual General Meeting and to co-opt such additional members as in their judgement are necessary.

The Trustees normally meet three times each year to consider grant applications and to conduct the business of the Charity.

The Trustees have assessed the major risks to which the Society is exposed and are satisfied that systems are in place to mitigate exposure to the major risks.

### Objectives and activities

The Society's objects 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; and
- (c) To compile with a view to publication a list of all extant brasses, indents and incised slabs, both British and foreign.

The Trustees have paid due regard to the guidance issued by the Charity Commission in deciding what activities the Society should undertake.

### General Data Protection Regulations

The General Data Protection Regulations (GDPR) took effect from 25th May 2018. GDPR applies to 'personal data' meaning any information relating to an identifiable person. It places specific legal obligations on processors of personal data. There must be a valid lawful basis in order to process personal data. The Society's lawful basis is 'legitimate interests'. This basis is most appropriate where people's data is used in ways they would reasonably expect and which have a minimal privacy impact. The Society's Privacy Notice explains 'legitimate interests' and confirms that personal information will be used only to provide members with our publications, and any other information relating to our services.

## Trustees' report 2018/19

### Achievements and performance

#### *Members*

During the period under review 8 (2017/18: 9) 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 392 (2017/18: 392). The total comprised 5 (2017/18: 5) Honorary members; 338 (2017/18: 337) Ordinary members; 12 (2017/18: 11) Family members; 12 (2017/18: 10) Associate members; and 25 (2017/18: 29) Institutional members.

#### *Personalia*

The period under review saw the passing of four members: David Barrick (1963), Vernon Roper (2001), Tony Trayling (1998) and George Vane (1973).

#### *Meetings*

Two General Meetings of the Society were held.

The first was held on 27th October 2018, by special arrangement, at Tottenham church, Middlesex. Following a welcome by the President, an introductory talk was provided by John Laverick who is a Reader at the church. Our Vice-President, David Meara spoke on *William Butterfield of this Parish*. Following tea (including Tottenham cake made by Sue Whittemore and organised by Janet McQueen), our member, Philip Whittemore spoke on *Chasing shadows: the lost brasses of All Hallows*. Finally, our Vice-President, Stephen Freeth spoke on *Jeffrey Walkdine, skinner, Merchant Adventurer and member of the Muscovy Company*. The meeting, arranged in association with the Edmonton Hundred Historical Association, the Enfield Archaeological Society and The Enfield Society, was organised by the Hon. Secretary. In addition, a specially produced booklet written by Stephen Freeth, Martin Stuchfield and Philip Whittemore and lavishly illustrated with drawings of the lost brasses and photographs of the extant brasses was available free to members who attended.

The second was held on 30th March 2019, by special arrangement, at Fairford church, Gloucestershire. Prior to the meeting our member, Chris Hobson provided an optional guided tour of the churchyard. Following a welcome by the President, those present were divided into two groups and treated to a tour of the church with particular reference to the extraordinary stained glass. Chris Hobson subsequently spoke on *The Tames of Fairford, Cirencester and Rendcomb*. Following tea, our Vice-President, Jerome Bertram and member, John Lee spoke on *The Brasses in Fairford Church*. Finally, due to the enforced absence of Nicola Coldstream, our member Challe Hudson read her paper entitled *Late Medieval Merchants as Patrons of Architecture*. The meeting was organised by the Hon. Secretary.

In a departure from the norm the formal business of the Annual General Meeting was held in the morning of 14th July 2018 at Rochford church, Essex. Prior to the afternoon meeting, Roger Hill of the Rochford Hundred Historical Society provided an optional guided tour of the town with its large number of vernacular buildings. The meeting was held in association with the Essex Society for Archaeology and History, the Rochford Hundred Historical Society, the Rochford Town Team and St. Andrew's church, Rochford. Proceedings were opened with a welcome by the President followed by David Andrews who spoke on *Rochford Church and Hall: An Introduction*. Martin Stuchfield spoke on *Moving target: the chequered history of the Thomas Stapel brass* prior to tea. Finally, Matthew Hefferan spoke on *Thomas Stapel, Sergeant-at-Arms to Edward III: Household service and social mobility in 14th century England*. The meeting was organised by the President to celebrate the recent introduction of the brass to Thomas Stapel, 1371, from the nearby redundant church at Sutton.

## Trustees' report 2018/19

### **Achievements and performance** (continued)

#### **Study Day**

A Study Day was held at Cobham, Kent on 29th September 2018. Proceedings were opened with a welcome by the President followed by our Vice-President, Nigel Saul who spoke on *The Cobham Brasses: Context and Meaning*. A tour of the church to view the brasses and monuments concluding the morning session. The afternoon commenced with a talk by our member, Clive Burgess on *Cobham College in Context*. Finally, our Hon. Editor, David Lepine read the paper by our Vice-President, Jerome Bertram, entitled *The Clerical Brasses*. Tea (organised by Janet McQueen) rounded off proceedings. The day was chaired by our President and organised by David Lepine (who also acted as Registrar).

#### **Publications**

The period under review produced one further issue of the *Transactions* for 2018 (Volume XIX, Part 5) under the editorship of David Lepine.

William Lack, the Hon. Bulletin Editor, was responsible for three issues of the *Bulletin* (138, 139 and 140).

#### **Website**

The website continued under the management of the Hon. Internet Publicity Officer, Jon Bayliss, and can be accessed at [www.mbs-brasses.co.uk](http://www.mbs-brasses.co.uk). A new website has been designed and built and will be launched to coincide with the 2019 Annual General Meeting.

#### **Conservation**

In the matter of conservation of brasses the Society awarded the following grant:

For the financial period from 12th May to 31st December 2018:

Cambridge, St Bene't: £100 towards the conservation of the monumental brass commemorating Richard Billingford, D.D., Master of Corpus Christi College, 1432 (LSW.I).

#### **Financial review**

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charities Act 2011 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005. It is the policy of the Society that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six months' expenditure. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Society's current activities while consideration is given to ways in which additional funds may be raised.

This level of reserves has been maintained throughout the year.

On behalf of the Executive Council

**Janet McQueen**

*Hon. Secretary*

11th May 2019

## Trustees' responsibilities statement

The Trustees are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Society and of the incoming resources and application of resources of the Society for that year.

In preparing these accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; 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 sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the Society and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed. 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.



## Statement of financial activities

for the year ended 31st December 2018

	Notes	Unrestricted funds £	Restricted funds £	Total 2018 £	Total 2017 £
<b>Incoming resources</b>					
Incoming resources from generated funds:					
Subscription and voluntary income	2	9,410	1,508	10,918	13,399
Investment income	3	66	331	397	497
		<u>9,476</u>	<u>1,839</u>	<u>11,315</u>	<u>13,896</u>
Incoming resources from charitable activities	4	2,050	—	2,050	3,551
<b>Total incoming resources</b>		<u>11,526</u>	<u>1,839</u>	<u>13,365</u>	<u>17,447</u>
<b>Resources expended</b>					
Costs of generating funds:					
Publications	5	6,062	—	6,062	5,217
<b>Net incoming resources available</b>		<u>5,464</u>	<u>1,839</u>	<u>7,303</u>	<u>12,230</u>
<b>Charitable activities</b>					
Governance costs	5	1,821	—	1,821	3,708
Church donations	5	700	—	700	600
Grants	6	—	590	590	2,000
		<u>8,583</u>	<u>590</u>	<u>9,173</u>	<u>11,525</u>
<b>Total resources expended</b>		<u>8,583</u>	<u>590</u>	<u>9,173</u>	<u>11,525</u>
<b>Net incoming resources</b>		<u>2,943</u>	<u>1,249</u>	<u>4,192</u>	<u>5,922</u>
<b>Other recognised gains and losses</b>					
(Reduction)/gain on investment assets		(635)	—	(635)	644
<b>Net movement in funds</b>		<u>2,308</u>	<u>1,249</u>	<u>3,557</u>	<u>6,566</u>
Fund balances at 1st January 2018		<u>37,754</u>	<u>29,030</u>	<u>66,784</u>	<u>60,218</u>
<b>Fund balances at 31st December 2018</b>		<u>40,062</u>	<u>30,279</u>	<u>70,341</u>	<u>66,784</u>

## Balance sheet

as at 31st December 2018

	Notes	2018		2017	
		£	£	£	£
<b>Current assets</b>					
Investments		4,272		9,856	
Cash at bank and in hand		<u>69,076</u>		<u>59,017</u>	
			<b>73,348</b>		68,873
Creditors: amounts falling due within one year	9	(3,007)		(3,560)	
Debtors	9	<u>—</u>		<u>1,471</u>	
			<u>(3,007)</u>		<u>(2,089)</u>
<b>Total assets less current liabilities</b>			<u><b>70,341</b></u>		<u>66,784</u>
<b>Income funds</b>					
Restricted funds	10		<b>30,279</b>		29,030
Unrestricted funds:					
Unrestricted income funds		<b>36,688</b>		28,796	
Revaluation reserve	11	<u>3,374</u>		<u>8,958</u>	
			<u><b>40,062</b></u>		<u>37,754</u>
			<u><b>70,341</b></u>		<u>66,784</u>

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

These accounts were approved by the Trustees on 11th May 2019

Signed on their behalf by:

**Martin Stuchfield**  
*President*

**Robert Kinsey**  
*Hon. Treasurer*

## Notes to the accounts

for the year ended 31st December 2018

### 1. Accounting policies

#### 1.1 Basis of preparation

The accounts have been prepared under the historical cost convention modified to include the revaluation of certain fixed assets.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005 and the Charities Act 2011.

#### 1.2 Incoming resources

Donations, legacies and other forms of voluntary income are recognised as incoming resources when receivable, except insofar as they are incapable of financial measurement.

Grants are recognised as incoming resources when receivable.

Membership subscriptions are recognised as incoming resources when received.

#### 1.3 Resources expended

These are recognised in the period in which they are incurred. Resources expended include V.A.T. which cannot be recovered. Governance comprises costs for the running of the charity itself as an organisation.

#### 1.4 Investments

Current asset investments are stated at market value.

#### 1.5 Foreign currency translation

Transactions denominated in foreign currencies are recorded at the rate ruling at the date of the transaction.

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. All differences are included in net outgoing resources.

## Notes to the accounts

for the year ended 31st December 2018

### 2. Subscription and voluntary income

	Unrestricted funds	Restricted funds	Total 2018	Total 2017
	£	£	£	£
Membership subscriptions	9,127	—	9,127	9,482
Income Tax refund (2017)	—	—	—	1,646
Donations	283	1,508	1,791	2,271
	<u>9,410</u>	<u>1,508</u>	<u>10,918</u>	<u>13,399</u>

### 3. Investment income

	Unrestricted funds	Restricted funds	Total 2018	Total 2017
	£	£	£	£
Income from U.K. listed investments	—	331	331	449
Interest receivable	66	—	66	48
	<u>66</u>	<u>381</u>	<u>397</u>	<u>497</u>

### 4. Incoming resources from charitable activities

	Unrestricted funds	Restricted funds	Total 2018	Total 2017
	£	£	£	£
Book sales	30	—	30	2,259
Grants receivable ( <i>Transactions</i> )	1,000	—	1,000	785
Salisbury Study Day (2017)	—	—	—	507
Cobham Study Day (2018)	1,020	—	1,020	—
	<u>2,050</u>	<u>—</u>	<u>2,050</u>	<u>3,551</u>

## Notes to the accounts

for the year ended 31st December 2018

### 5. Total resources expended

	Unrestricted funds £	Restricted funds £	Total 2018 £	Total 2017 £
Costs of generating funds:				
Publications				
Bulletins (3 issues)	1,275	—	1,275	1,275
Transactions 2017	—	—	—	2,787
Transactions 2018	3,355	—	3,355	—
Postage	1,432	—	1,432	1,155
	<u>6,062</u>	<u>—</u>	<u>6,062</u>	<u>5,217</u>
Charitable activities:				
Donations to churches for hosting meetings	700	—	700	660
Grant funding of activities	—	590	590	2,000
	<u>700</u>	<u>590</u>	<u>1,290</u>	<u>2,660</u>
Governance costs				
Independent Examiners' fees (2017)	—	—	—	1,000
Insurance	75	—	75	65
Meetings	1,050	—	1,050	419
Postage and stationery	208	—	208	682
Subscription (Council for British Archaeology)	64	—	64	62
Travel costs	388	—	388	385
Website fees	36	—	36	1,095
	<u>1,821</u>	<u>—</u>	<u>1,821</u>	<u>3,708</u>
Total resources expended	<u>8,583</u>	<u>590</u>	<u>9,173</u>	<u>11,525</u>

## Notes to the accounts

for the year ended 31st December 2018

### 6. Grants payable

	<b>Total 2018</b>	Total 2017
	£	£
Grants	<u>590</u>	<u>2,000</u>
Reconciliation of grants payable:		
Commitments made in the year	590	2,000
Grants paid during the year	(1,435)	(1,090)
Commitments at 1st January 2018	<u>2,560</u>	<u>1,650</u>
Commitments at 31st December 2018	<u>1,715</u>	<u>2,560</u>

Applicant parish		Unpaid at		Paid in	Not required	Unpaid at
		1st January 2018	Made in 2018			31st December 2018
		£	£	£	£	£
Middlesex, Monken Hadley	(16)	300.00				<b>300.00</b>
Yorkshire, Brantingham	(16)	260.00		260.00		—
Buckinghamshire, Amersham	(17)	450.00				<b>450.00</b>
Essex, Rochford/Sutton	(17)	1,000.00		1,000.00		—
Essex, West Ham	(17)	150.00				<b>150.00</b>
Hertfordshire, Cheshunt	(17)	175.00		175.00		—
Oxfordshire, Brightwell-cum-Sotwell	(17)	225.00				<b>225.00</b>
Buckinghamshire, Chesham Bois	(18)		120.00			<b>120.00</b>
Cambridge, St. Bene't	(18)		100.00			<b>100.00</b>
Lincolnshire, Lenton	(18)		100.00			<b>100.00</b>
Oxfordshire, Bicester	(18)		120.00			<b>120.00</b>
Suffolk, Assington	(18)		150.00			<b>150.00</b>
		<u>2,560.00</u>	<u>590.00</u>	<u>1,435.00</u>	<u>—</u>	<u><b>1,715.00</b></u>

## Notes to the accounts

for the year ended 31st December 2018

### 7. Trustees

None of the Trustees (or any persons connected with them) received any remuneration during the year. Trustees are re-imbursed for travel costs incurred and claimed when attending meetings of the Charity.

### 8. Employees

There were no employees during the year.

### 9. Creditors: amounts falling due within one year

	<b>Total 2018</b>	Total 2017
	£	£
Grants payable	1,715	2,560
Accruals	1,292	1,000
	<u>3,007</u>	<u>3,560</u>
Debtors	—	1,471
	<u>          </u>	<u>          </u>

### 10. Restricted funds

The income funds of the Charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			<b>Balance at 31st December 2018</b>
	1st January 2018	Incoming resources	Resources expended	<b>2018</b>
	£	£	£	£
Conservation Fund	29,030	1,839	(590)	<u>30,279</u>

## Notes to the accounts

for the year ended 31st December 2018

### 11. Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total £
Fund balances at 31st December 2018 are represented by:			
Current assets	41,354	31,994	73,348
Creditors: amounts falling due within one year	(1,292)	(1,715)	(3,007)
	<u>40,062</u>	<u>30,279</u>	<u>70,341</u>
Unrealised gains included above:			
Investments	3,374	—	3,374
	<u>3,374</u>	<u>—</u>	<u>3,374</u>
Reconciliation of movements in unrealised gains:			
Unrealised gains at 1st January 2018	8,958	—	8,958
Realised gains	(4,949)	—	(4,949)
Net losses on revaluations in year	(635)	—	(635)
<b>Unrealised gains at 31st December 2018</b>	<b><u>3,374</u></b>	<b><u>—</u></b>	<b><u>3,374</u></b>



## Independent examiner's report

### To the Trustees of the Monumental Brass Society

I report on the accounts of the Society for the year ended 31st December 2018 which are set out on pages 8 to 15.

### Respective responsibilities of trustees and examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- 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
- 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:

- a) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 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.

7th June 2019

**Michael C.M. Boon, F.C.A., F.C.M.I.**  
*Independent Examiner*

**Cover:**  
**Monumental brass commemorating**  
**Edward Courtenay, engraved c.1450,**  
**Christ Church Cathedral, Oxford (M.S.I).**  
**Photo: ©Martin Stuchfield**