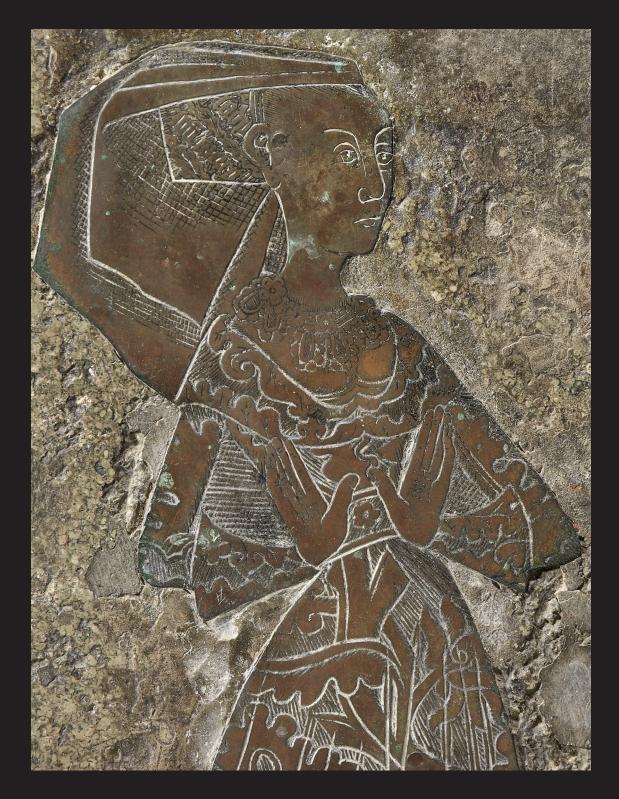
Monumental Brass Society

2022



REPORT AND ACCOUNTS

Trustees and advisers

Trustees:	 Ven. D.G. Meara, M.A., FS.A. (President) Prof. N.E. Saul, M.A., D.Phil., FS.A. (Vice-President) H.M. Stuchfield, M.B.E., J.P., D.L., FS.A., FR.Hist.S. (Vice-President) N.J. Rogers, M.A., M.Litt., F.S.A. (Vice-President) S.G.H. Freeth, B.A., Dip.Arch.Admin., F.S.A. (Vice-President) Miss P. Williams, B.A.(Hons.) (Hon. Secretary) R.C. Kinsey, M.A., Ph.D., F.S.A. (Hon. Treasurer) D.N. Lepine, B.A., Ph.D., F.S.A., FR.Hist.S. (Hon. Editor) D.A. Chivers, B.A.(Hons.), K.A.¹ Mrs. C. Hudson, B.A.(Hons.), M.A.¹ Dr. R.J. Fitchett, B.Mus., M.Mus.(Ethnomusicology), Ed.D.² J.S. Lee, B.A.(Hons.), M.A., Ph.D.³ Mrs. C.A. Metcalfe, M.A.⁴
Registered address:	c/o Society of Antiquaries of London Burlington House Piccadilly London W1J 0BE
Charity number:	214336
Independent examiner:	P.C. Larsen, F.C.I.I. 4 Abbots Walk Lechlade Gloucestershire GL7 3DB
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

Notice of meeting

NOTICE IS HEREBY GIVEN that the Annual General Meeting of the Society will be held in the church dedicated to St. Peter at Church Lane, Ardingly, Haywards Heath, West Sussex RH17 6UR on Saturday, 8th July 2023 at 11.00a.m.

$A \mathrel{G} E \mathrel{N} D \mathrel{A}$

11.00a.m. 1. Apologies for absence

- 2. Approval of the Minutes of the Annual General Meeting held on 16th July 2022
- 3. Approval of the Trustees' Report
- 4. Approval of the Accounts for the year ended 31st December 2022
- 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

By Order of the Executive Council Penny Williams Hon. Secretary

16th June 2023

Note 1

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

President: Vice-Presidents:	 K.A. Wilson-Lee, B.A.(Hons.), M.St.(Oxon.), Ph.D., F.S.A. Prof. N.E. Saul, M.A., D.Phil., F.S.A. H.M. Stuchfield, M.B.E., J.P., D.L., F.S.A., F.R.Hist.S. N.J. Rogers, M.A., M.Litt., F.S.A. Ven. D.G. Meara, M.A., F.S.A. S.C.H. Erseth, P.A., Dip Arch Admin., F.S.A.
Hon. Secretary:	S.G.H. Freeth, B.A., Dip.Arch.Admin., F.S.A. Miss P. Williams, B.A.(Hons.)
Hon. Treasurer:	R.C. Kinsey, M.A., Ph.D., F.S.A.
Hon. Editor:	Mrs. L.D. Pascual, M.A., Ph.D.

Note 2

The members of the Executive Council retiring by rotation this year are D.A. Chivers, B.A.(Hons.), F.S.A. and Mrs. C. Hudson, B.A.(Hons.), M.A. One nomination has been received for the two vacancies for election to the Executive Council:

Mrs. C.A. Metcalfe, M.A., proposed by S.G.H. Freeth, B.A., Dip.Arch.Admin., F.S.A. and seconded by H.M. Stuchfield, M.B.E., J.P., D.L., F.S.A., F.R.Hist.S. Caroline is a retired Teacher and Adult Education Lecturer. She has been a member of the Society since 2011 and has served on the Executive Council from 2019 as Hon. Assistant Secretary. 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 at 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 2022/23

The Trustees present their report and accounts for the year ended 31st December 2022. 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 (G.D.P.R.) took effect from 25th May 2018. G.D.P.R. 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 2022/23

Achievements and performance

Members

During the period under review 4 (2021/22: 7) 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 299 (2021/22: 345). The total comprised 4 (2021/22: 4) Honorary members; 260 (2021/22: 295) Ordinary members; 9 (2021/22: 11) Family members; 5 (2021/22: 13) Associate members; and 21 (2021/22: 22) Institutional members.

Personalia

The period under review saw the passing of two members: Paul Custerson (1975) and Anne Sutton (2011).

Meetings

A joint Conference with the Church Monuments Society took place at the Duke's Head Hotel in King's Lynn from 2nd to 4th September 2022. Twice postponed due to the pandemic, the event was ably managed by Mark Downing (C.M.S.) and David Lepine (M.B.S.). The theme was Status and Display, with excursions to the minster church of St. Margaret and the chapel of St. Nicholas in the town on Friday afternoon, and to the village churches of Oxborough, Narborough, South Acre and Rougham on Saturday, where experts introduced the remarkable series of medieval and early modern funerary monuments and brasses. The keynote lecture on Friday evening was given by Tobias Capwell (Curator of Arms and Armour at the Wallace Collection, London) on Flowering and Decline: English effigies and armour in the late 15th century. The lecture programme continued on Sunday with papers from both established and early-career scholars: Philip Muijtjens, on Contention and resurrection: The tombs of Jean and Blanche of France in Royaumont; Nicholas Flory on Illustrissima ac potentissima princeps: The commemorative brass plaques of Isabella of Portugal and her Carthusian donations; Challe Hudson on Clothing for piety, fashion, and power: The costume of Lady Margaret Beaufort; Jean Wilson on Not a leg to stand on: The monument to Robert Pierrepont (d. 1669) at West Dean, Wiltshire; and Roger Bowdler, on Rank decay: 17th-century vanitas monuments to persons of status. Finally, Morgan Leah-Ellis' paper, 'Let's talk of graves, of worms and epitaphs': The agency of cadaver memorials in the late medieval parish church was presented by the organisers in her absence.

The autumn General Meeting was held at Trotton, Sussex on 15th October 2022. Nigel Saul spoke on *The Camoys family, the church and the brasses*; Anne Curry, Emeritus Professor of Medieval History at the University of Southampton, spoke on *The military career of Thomas, Lord Camoys*; and Florence Eccleston spoke on *Sin and salvation: The wall paintings at Trotton*. We then had the opportunity to view the two nationally important brasses and the spectacular wall paintings. This meeting and its tea and cakes were beautifully organised by Caroline Metcalfe and Rosemary Fitchett.

A further General Meeting was held on 29th April 2023 at the Roman Catholic Dominican Priory, Haverstock Hill, London NW5. This magnificent Victorian church with many original features contains fourteen side chapels, and three brasses by Hardmans of Birmingham. After an introductory talk by our President, David Meara, about the brasses, Fr. Lawrence Lew, the prior of St. Dominic's, showed us around the priory church. After tea Nicholas Rogers spoke on *Rosaries on brasses and elsewhere*. This meeting and its tea were excellently organised by Caroline Metcalfe and Nicholas Rogers.

The Annual General Meeting was held on 16 July 2022 at Saffron Walden, Essex. The formal business took place in the morning in the church hall. Here our Vice-President, Stephen Freeth presented the retiring President, Martin Stuchfield, much to his delight, with the Victorian key to the church at Little Horkesley church, Essex, destroyed on 21st September 1940 by an aerial mine. Fortunately the church was rebuilt after the War, with the important Swynborne family brasses reconstructed from many fragments. Members were

Trustees' report 2022/23

able then to explore the town and ruined castle, and to visit the excellent museum with its collection of fragments of brasses specially on display. In the afternoon we reassembled in St. Mary's church for joint lectures with the Essex Society for Archaeology and History. The first speaker was Liz Allan, who gave an account of the medieval town of Saffron Walden. The second speaker was David Lepine, who spoke about the medieval clergy and brasses at Saffron Walden. The final speaker was David Carrington of the Skillington Workshop, who spoke about the tomb of Lord Audley (d.1544) in the south chapel.

Publications

The period under review produced one further issue of the *Transactions* for 2022 (Volume XXIII) under the editorship of David Lepine.

Stephen Freeth was responsible for three issues of the Bulletin (150, 151 and 152).

Website

The Society's website can be accessed at www.mbs-brasses.co.uk. The Society is enormously indebted to our member Jon Bayliss, who continues to contribute articles and populate the *Portfolio of Brasses* section by migrating over the historic contents of *Brass of the Month* from the old website.

Conservation

The Society awarded the following grant:

Essex, Borley: $\pounds 250$ towards the conservation of the monumental brass commemorating John, 3rd son of Thomas Derhame of West Derham, Norfolk, esq., 1601, aged 67 (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 Penny Williams Hon. Secretary

13th May 2023

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 2022

	Un	restricted funds	Restricted funds	Total 2022	Total 2021
	Notes	£	£	£	£
Incoming resources		\sim	\sim	\sim	\sim
Incoming resources from generated funds:					
Subscription and voluntary income	2	11,127	50	11,177	9,674
Investment income	3	173	1,238	1,411	1,109
		11,300	1,288	12,588	10,783
Incoming resources from charitable activities	4	342		342	35
Total incoming resources		11,642	1,288	12,930	10,818
Resources expended	5				
Costs of generating funds:					
Publications		7,399	—	7,399	6,589
Net incoming resources available		4,243	1,288	5,531	4,229
Charitable activities					
Governance costs	5	1,219	_	1,219	596
Church donations	5	300		300	
Grants	6		250	250	1,038
Total resources expended		8,918	250	9,168	8,223
Net incoming resources		2,724	1,038	3,762	2,595
Other recognised gains and losses					
(Reduction)/gain on investment assets		(260)	(1,033)	(1,293)	2,739
Grants no longer required		(200)	150	150	
Realised foreign exchange gains		174		174	
Net movement in funds		2,638	155	2,793	5,334
Fund balances at 1st January 2022		50,397	58,869	109,266	103,932
Fund balances at 31st December 2022		53,035	59,024	112,059	109,266

Balance sheet

as at 31st December 2022

		20	022		2021
_	Notes	£	£	£	£
Current assets Investments Cash at bank and in hand	9	21,921 92,991		23,214 87,667	
			114,912		110,881
Creditors: amounts falling due	10	(0.050)		(1.015)	
within one year	10	(2,853)		(1,615)	
			(2,853)		(1,615)
Total assets less current liabilities			112,059		109,266
Income funds					
	1.1	56 510		FF 904	
Restricted income funds Revaluation reserve	11	56,512 2,512		55,324 3,545	
			50 024		59 960
			39,024		30,009
Unrestricted funds:				10.000	
	19				
Revaluation reserve	12				
			53,035		50,397
			112,059		109,266
Income funds Restricted funds: Restricted income funds Revaluation reserve	11 11 12	56,512 2,512 49,524 3,511	59,024 53,035	55,324 3,545 46,626 3,771	58,869 50,397

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

These accounts were approved by the Trustees on 13th May 2023

Signed on their behalf by:

David Meara President Robert Kinsey Hon. Treasurer

for the year ended 31st December 2022

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.

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Notes to the accounts

for the year ended 31st December 2022

2. Subscription and voluntary income

	Unrestricted	Restricted	Total	Total
	funds	funds	2022	2021
	£	£	£	£
Membership subscriptions	8,628		8,628	9,530
Income Tax refund (2020 and 2021)	2,190		2,190	
Donations	309	50	359	144
	11,127	50	11,177	9,674

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3. Investment income

	Unrestricted	Restricted	Total	Total
	funds	funds	2022	2021
	£	£	£	£
Income from U.K. listed investments		1,238	1,238	1,104
Interest receivable	173	_	173	5
	173	1,238	1,411	1,109

4. Incoming resources from charitable activities

	Unrestricted	Restricted	Total	Total
	funds	funds	2022	2021
	£	£	£	£
Book sales	12		12	35
King's Lynn Conference	330		330	
	342		342	35

for the year ended 31st December 2022

5. Total resources expended

Unre	estricted	Restricted	Total	Total
	funds	funds	2022	2021
	£	£	£	£
Costs of generating funds:				
Publications				
Bulletins (3 issues)	1,563		1,563	1,275
Transactions 2021	—	—		3,803
Transactions 2022	3,727	_	3,727	
Postage	2,109	_	2,109	1,511
	7,399		7,399	6,589
Charitable activities:				
Donations to churches for hosting meetings	300		300	
Grant funding of activities		250	250	1,038
	300	250	550	1,038
Governance costs				
Account fees	3	—	3	
Insurance	75	_	75	75
Meetings	249	_	249	
Postage and stationery	545		545	130
Subscription (Council for British Archaeology)	69		69	67
Website fees	278		278	324
	1,219	—	1,219	596
Total resources expended	8,918	250	9,168	8,223

for the year ended 31st December 2022

6. Grants payable

Total	Total
2022	2021
£	£
250	1,038
250	1,038
—	(950)
150	
1,588	1,500
1,688	1,588
	2022 £ 250 150 1,588

		Unpaid at 1st January 2022	Made in 2022	Paid in 2022	required	Unpaid at 31st December 2022
Applicant parish		£	£	£	£	£
Norfolk, Cantley	(20)	250.00				250.00
Norfolk, Reedham	(20)	250.00				250.00
Oxfordshire, Dorchester	(20)	150.00				150.00
Suffolk, Badwell Ash	(20)	150.00			150.00	
Hertfordshire, Sawbridgeworth	(21)	288.00				288.00
Oxfordshire, Nuffield	(21)	500.00				500.00
Essex, Borley	(22)		250.00			250.00
		1,588.00	250.00		150.00	1,688.00

for the year ended 31st December 2022

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

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There were no employees during the year.

9. Analysis of investments

J	Unrestricted	*Restricted	
	funds	funds	Total
	£	£	£
Value as at 1st January 2022	4,669	18,545	23,214
Investment income	249	989	1,238
Unrealised investment (reduction) in year	(260)	(1,033)	(1, 293)
Less dividend distributions	(249)	(989)	(1,238)
Value as at 31st December 2022	4,409	17,512	21,921
Unrealised gains at 31st December 2022 included above	e 3,511	2,512	6,023
*Conservation Fund.			
Creditors: amounts falling due within one year			
		Total	Total
		2022	2021
		£	£,

Grants payable	یر 1,688	ير 1,588
Accruals	1,165	27
	2,853	1,615

for the year ended 31st December 2022

11. 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				
					Unrealised	
					(reduction)	Balance at
	1st		Grant		on	31st
	January	Incoming	not	Resources	investment	December
	2022	resources	required	expended	assets	2022
	£	£	£	£	£	£
Conservation Fund	50,236	1,288	150	(250)	(1,033)	50,391
Jonathan Ali Essay						
Prize Fund	8,633					8,633
	58,869	1,288	150	(250)	(1,033)	59,024

12. Analysis of net assets between funds

	Unrestricted	Restricted	
	funds	funds	Total
	£	£	£
Fund balances at 31st December 2022 are represented by:			
Current assets	54,200	60,712	114,912
Creditors: amounts falling due within one year	(1, 165)	(1,688)	(2,853)
	53,035	59,024	112,059
Unrealised gains included above:			
Investments	3,511	2,512	6,023
	3,511	2,512	6,023
Reconciliation of movements in unrealised gains:			
Unrealised gains at 1st January 2022	3,771	3,545	7,316
Net gains/(reduction) on revaluations in year	(260)	(1,033)	(1,293)
Unrealised gains at 31st December 2022	3,511	2,512	6,023

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 2022 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.

Paul C. Larsen, F.C.I.I. Independent Examiner

8th June 2023

Cover:

Detail from the iconic monumental brass to Margaret, (daughter and heir of Sir John Bernard), wife of Thomas Peyton, esq., 1484, from Isleham, Cambridgeshire (LSW.III), in recognition that the Society will be electing its first lady President in its 136 year history. Photo: ©Martin Stuchfield