

Monumental Brass Society

2016



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*)
 Mrs. J.K. Barker, M.A., Ph.D.¹
 Miss P. Williams, B.A.(Hons.)²
 M.J. Sillence, M.A., Ph.D.³
 H. Guilford, Esq., B.Sc., D.Phil.³

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Charity number: 214336

Independent examiner: M.C.M. Boon, B.A.(Hons.), M.St.(Cantab.), F.C.A., F.C.M.I.
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¹Elected to retire in 2017

²Elected to retire in 2018

³Elected to retire in 2019

Notice of meeting

NOTICE IS HEREBY GIVEN that the Annual General Meeting of the Society will be held at Bristol Grammar School, University Road, Bristol BS8 1SR on Saturday, 29th July 2017 at 2.00p.m.

A G E N D A

- 2.00p.m.
1. Apologies for absence
 2. Approval of the Minutes of the Annual General Meeting held on 16th July 2016
 3. Approval of the Trustees' Report
 4. Approval of the Accounts for the year ended 31st December 2016
 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
- 3.30p.m.
9. Anne Bradley will speak on
The brass of Nicholas Thorne and the foundation of Bristol Grammar School

24th June 2017

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:	Dr. J.E. McQueen, B.Sc., B.A., M.B., B.S.
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 Mrs. J.K. Barker, M.A., Ph.D. and D.N. Lepine, B.A., Ph.D., F.S.A., F.R.Hist.S. One nomination has been received for election to the Executive Council:

Miss J.E.M. Houghton, proposed by H.M. Stuchfield, M.B.E., J.P., D.L., F.S.A., F.R.Hist.S. and seconded by H. Guilford, B.Sc., D.Phil. Jane is a retired Librarian. She has been a member of the Society since 1973 and served as Hon. Local Secretary for the county of Dorset and on the Executive Council from 1982 to 1985, 1989 to 1992 and from 1995 to 2006. In addition, Jane held office as Hon. Archivist from 1997 to 2012 when, upon retirement, she was appointed as an Honorary Member of the Society. She has made a major contribution to the *County Series*, particularly the volumes covering the counties of Dorsetshire and Huntingdonshire, which have been dedicated to her. She is currently working in earnest on the Northamptonshire volume.

Trustees' report 2016/17

The Trustees present their report and accounts for the year ended 31st December 2016. 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.

Achievements and performance

Members

During the period under review 1 (2015/16: 16) new member was elected and, after taking into account deaths, resignations and lapsed members, the membership stood, as at the date of this report, at 391 (2015/16: 406). The total comprised 5 (2015/16: 5) Honorary members; 337 (2015/16: 347) Ordinary members; 11 (2015/16: 12) Family members; 8 (2015/16: 12) Associate members; and 30 (2014/15: 30) Institutional members.

Trustees' report 2016/17

Achievements and performance (continued)

Personalia

The period under review saw the passing of four members: John Dobson (1972), Peter Hacker (1986), Ian Pettman (1958) and Robert Thorogood (1976).

Meetings

Three General Meetings of the Society were held.

The first General meeting, by way of innovation was held mid-week, on Wednesday, 21st September 2016, by special arrangement, at The Grange (a Landmark Trust property and the former home of Augustus Welby Northmore Pugin) and the church dedicated to St. Augustine of Canterbury at Ramsgate, Kent. Proceedings were opened by Catriona Blaker, of the Pugin Society, who provided an introductory talk and a tour of the house. Members proceeded afterwards to the adjacent church where David Meara provided an introductory talk with particular emphasis on the collection of Victorian brasses. The afternoon concluded with tea at the nearby St. Augustine's Monastery, now a Vincentian Retreat Centre, where Jerome Bertram spoke on the *Medieval Brasses of Thanet*. In addition, members received an illustrated booklet which had been written and produced by David Meara. The meeting was organised by our Vice-Presidents, Jerome Bertram and David Meara.

The second was held on 5th November 2016, by special arrangement, at the London church of St. Bartholomew-the-Less. Following a welcome by the President an introductory talk was provided by Rev. Martin Dudley, incumbent of the combined benefices of St. Bartholomew in the City of London. Sheila Sweetinburgh, Elma Brenner and our member, Sophie Oosterwijk spoke on *Gift Giving and the Art of Commemoration at English Medieval Hospitals; An introduction to the Wellcome Library and its early collections;* and *Untimely ripped: Childbirth and Child Death on Brasses* respectively. Our Vice-President, Stephen Freeth, gave a brief and informal introduction to the monumental brass depicting William Markeby, 1439, and his wife (M.S.I). Tea (organised by Janet Whitham) rounded off proceedings. The meeting was organised by Jessica Barker and the Hon. Secretary.

The third General meeting was held on 8th April 2017, by special arrangement, at the York church of All Saints North Street. Following a welcome by the President an introductory talk was provided by Emma Woolfrey. Our member, John Roberts spoke on *Tanning and civic responsibility in York on the eve of the Civil War: the brass of Thomas Atkinson, 1642* followed by John Richards (churchwarden) who spoke on *The Tomb in the Lady Chapel: three men and a pregnant lady* and Emma Woolfrey on *A history in glass: the windows of All Saints North Street*. In addition, members received a lavishly illustrated booklet entitled *Brasses and slabs in York: a brief preview* which had been written and generously produced by our Vice-President, Jerome Bertram. The meeting was organised by the Hon. Secretary.

The Annual General Meeting was held at St. Faith's Parish Hall, Back Street, Winchester on 16th July 2016. Following the formal business, John Crook spoke on *A Brief History of St. Cross Hospital*. The afternoon concluded with a tour of the Hospital of St. Cross and Almshouse of Noble Poverty including the chapel, under the direction of John Crook.

Study Day

A Study Day was held at Exeter Cathedral on 28th May 2016. Proceedings were opened with a welcome by the President followed by Nicholas Orme who spoke on *Where Shall I be Buried?*. Our member, Tobias Capwell contributed *Filling the Gaps: The Brass of Sir Peter Courtenay and the Monumental Representation of Armour*, with a tour of the cathedral to view the brasses, incised slabs and monuments concluding the morning session.

Trustees' report 2016/17

Achievements and performance (continued)

Study Day (continued)

The afternoon commenced with a talk by our member, David Lepine on *From Antiphons to Vigils: Commemorative Strategies at Exeter Cathedral*. Finally, our Vice-President, Paul Cockerham spoke on *Deans and Canons: Commemorative Contrasts across two Centuries*. Tea (organised by Janet Whitham) 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 2016 (Volume XIX, Part 3) under the editorship of David Lepine.

The Hon. Bulletin Editor, William Lack, was responsible for three issues of the *Bulletin* (132, 133 and 134).

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. However, a decision has been taken to commission a new website which is currently being built.

Conservation

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

For the financial period from 14th May to 31st December 2016:

Middlesex, Monken Hadley: £300 towards the conservation of four monumental brasses (LSW.II, III, IV and V);

Yorkshire, Brantingham: £260 towards the conservation of the monumental brass commemorating Anthony Smetheleye, esq., Lord of Brantingham, 1578 (M.S.I.);

For the financial period from 1st January to 13th May 2017:

Buckinghamshire, Amersham: £450 towards the conservation of four monumental brasses (LSW.II, III, IV and V).

The Conservation Fund was further augmented with the sum of £4,951 resulting from the 'Best of the Best Book Sale' which took place in July 2016, making a total of £8,490 resulting from the sale of the collection of books on brasses, monuments and allied subjects bequeathed to the Society by Peter Heseltine.

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

13th May 2017

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 2016

	Notes	Unrestricted funds £	Restricted funds £	Total 2016 £	Total 2015 £
Incoming resources					
Incoming resources from generated funds:					
Subscription and voluntary income	2	11,780	370	12,150	15,420
Investment income	3	88	450	538	540
		<u>11,868</u>	<u>820</u>	<u>12,688</u>	<u>15,960</u>
Incoming resources from charitable activities	4	969	5,076	6,045	5,949
Total incoming resources		<u>12,837</u>	<u>5,896</u>	<u>18,733</u>	<u>21,909</u>
Resources expended					
Costs of generating funds:					
Publications	5	5,384	—	5,384	7,035
Net incoming resources available		<u>7,453</u>	<u>5,896</u>	<u>13,349</u>	<u>14,874</u>
Charitable activities					
Governance costs	5	4,857	—	4,857	2,697
Church donations	5	450	—	450	850
Grants	6	—	1,200	1,200	1,225
Total resources expended		<u>10,691</u>	<u>1,200</u>	<u>11,891</u>	<u>11,807</u>
Net incoming resources		<u>2,146</u>	<u>4,696</u>	<u>6,842</u>	<u>10,102</u>
Other recognised gains and losses					
Gain/(reduction) on investment assets		609	—	609	(26)
Grants no longer required		—	275	275	—
Realised foreign exchange gain		681	—	681	—
Net movement in funds		<u>3,436</u>	<u>4,971</u>	<u>8,407</u>	<u>10,076</u>
Fund balances at 1st January 2016		<u>29,333</u>	<u>22,478</u>	<u>51,811</u>	<u>41,735</u>
Fund balances at 31st December 2016		<u>32,769</u>	<u>27,449</u>	<u>60,218</u>	<u>51,811</u>

Balance sheet

as at 31st December 2016

	Notes	2016		2015	
		£	£	£	£
Current assets					
Investments		9,213		8,603	
Cash at bank and in hand		<u>54,515</u>		<u>46,637</u>	
			63,728		55,240
Creditors: amounts falling due within one year	9	(3,510)		(3,929)	
Debtors	9	<u>—</u>		<u>500</u>	
			(3,510)		(3,429)
Total assets less current liabilities			<u>60,218</u>		<u>51,811</u>
Income funds					
Restricted funds	10		27,449		22,478
Unrestricted funds:					
Unrestricted income funds		24,455		21,628	
Revaluation reserve	11	<u>8,314</u>		<u>7,705</u>	
			32,769		29,333
			<u>60,218</u>		<u>51,811</u>

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 2017

Signed on their behalf by:

Martin Stuchfield
President

Robert Kinsey
Hon. Treasurer

Notes to the accounts

for the year ended 31st December 2016

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 2016

2. Subscription and voluntary income

	Unrestricted funds	Restricted funds	Total 2016	Total 2015
	£	£	£	£
Membership subscriptions	10,429	—	10,429	10,070
Unrecorded U.S. membership subscriptions pre-2015 (U.S.)	—	—	—	1,287
Income Tax refund (2014)	—	—	—	1,280
Income Tax refund (2015)	—	—	—	1,620
Donations	1,351	370	1,721	1,163
	<u>11,780</u>	<u>370</u>	<u>12,150</u>	<u>15,420</u>

3. Investment income

	Unrestricted funds	Restricted funds	Total 2016	Total 2015
	£	£	£	£
Income from U.K. listed investments	—	426	426	414
Interest receivable	88	24	112	126
	<u>88</u>	<u>450</u>	<u>538</u>	<u>540</u>

4. Incoming resources from charitable activities

	Unrestricted funds	Restricted funds	Total 2016	Total 2015
	£	£	£	£
Book sales	—	5,076	5,076	3,427
Binder sales (<i>Bulletin</i>)	—	—	—	20
Royalties	18	—	18	22
Grants receivable (<i>Transactions</i>)	788	—	788	500
Norwich Conference	—	—	—	1,980
Exeter Study Day	163	—	163	—
	<u>969</u>	<u>5,076</u>	<u>6,045</u>	<u>5,949</u>

Notes to the accounts

for the year ended 31st December 2016

5. Total resources expended

	Unrestricted funds £	Restricted funds £	Total 2016 £	Total 2015 £
Costs of generating funds:				
Publications				
Bulletins (3 issues)	1,273	—	1,273	3,000
Transactions 2015	—	—	—	2,251
Transactions 2016	3,068	—	3,068	—
Postage	1,043	—	1,043	1,784
	<u>5,384</u>	<u>—</u>	<u>5,384</u>	<u>7,035</u>
Charitable activities:				
Donations to churches for hosting meetings	450	—	450	850
Grant funding of activities	—	1,200	1,200	1,225
	<u>450</u>	<u>1,200</u>	<u>1,650</u>	<u>2,075</u>
Governance costs				
Account fees	10	—	10	—
Capital expenditure	74	—	74	—
Independent Examiners' fees (2015)	1,000	—	1,000	1,000
Insurance	65	—	65	58
Meetings	834	—	834	644
Postage and stationery	1,300	—	1,300	532
Subscription (Council for British Archaeology)	62	—	62	60
Travel costs	426	—	426	349
Website fees	1,086	—	1,086	54
	<u>4,857</u>	<u>—</u>	<u>4,857</u>	<u>2,697</u>
Total resources expended	<u>10,691</u>	<u>1,200</u>	<u>11,891</u>	<u>11,807</u>

Notes to the accounts

for the year ended 31st December 2016

6. Grants payable

	Total 2016 £	Total 2015 £
Grants	<u>1,200</u>	<u>1,225</u>
Reconciliation of grants payable:		
Commitments made in the year	1,200	1,225
Grants paid during the year	(775)	(600)
Grants not required during the year	(275)	—
Commitments at 1st January 2016	<u>1,500</u>	<u>875</u>
Commitments at 31st December 2016	<u>1,650</u>	<u>1,500</u>

Applicant parish	Unpaid at 1st January 2016 £	Made in 2016 £	Paid in 2016 £	Not required £	Unpaid at 31st December 2016 £
Yorkshire, Ripon	(12)	125.00		125.00	
Essex, Rettendon	(13)	150.00	150.00		
Suffolk, Orford	(14)	150.00		150.00	
Gloucester, St. Nicholas	(15)	125.00	125.00		
Hertfordshire, Great Berkhamsted	(15)	450.00			450.00
Norfolk, New Buckenham	(15)	125.00	125.00		
Nottinghamshire, Darlton	(15)	175.00	175.00		
Oxfordshire, Chalgrove	(15)	200.00	200.00		
Essex, Littlebury	(16)				250.00
Essex, Wormingford	(16)				150.00
Middlesex, Monken Hadley	(16)				300.00
Suffolk, Barsham	(16)				240.00
Yorkshire, Brantingham	(16)				260.00
		<u>1,500.00</u>	<u>1,200.00</u>	<u>775.00</u>	<u>1,650.00</u>

Notes to the accounts

for the year ended 31st December 2016

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

	Total 2016	Total 2015
	£	£
Grants payable	1,650	1,500
Accruals	1,860	2,429
	<u>3,510</u>	<u>3,929</u>
Debtors	<u>—</u>	<u>500</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				Balance at 31st December 2016
	1st January 2016	Incoming resources	Grants not required	Resources expended	December 2016
		£	£	£	£
Conservation Fund	<u>22,478</u>	<u>5,896</u>	<u>275</u>	<u>(1,200)</u>	<u>27,449</u>

Notes to the accounts

for the year ended 31st December 2016

11. Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total £
Fund balances at 31st December 2016 are represented by:			
Current assets	36,279	27,449	63,728
Creditors: amounts falling due within one year	(3,510)	—	(3,510)
	<u>32,769</u>	<u>27,449</u>	<u>60,218</u>
 Unrealised gains included above:			
Investments	8,314	—	8,314
	<u>8,314</u>	<u>—</u>	<u>8,314</u>
 Reconciliation of movements in unrealised gains:			
Unrealised gains at 1st January 2016	7,705	—	7,705
Net gains on revaluations in year	609	—	609
 Unrealised gains at 31st December 2016	<u>8,314</u>	<u>—</u>	<u>8,314</u>

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 2016 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.

9th June 2017

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

Cover:

**Merchant mark from the monumental brass commemorating
John Barstaple, burgess, founder of the almshouse, 1411,
Bristol, Trinity or Barstaple Almshouse Chapel (LSW.I)**

Photo: ©Martin Stuchfield