



St. Albans Civic Society
Trustee's Report and Financial Statements
For the year ended 31 March 2024

Charity No. 200330

ST ALBANS CIVIC SOCIETY ANNUAL REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

Reference and administration details

St Albans Civic Society is a charity registered with the Charity Commission, number 200330. Its reference address is 19 Brampton Road, St Albans, AL1 4PP. The charity trustees who served during the year are:

Freda Chaloner CBE	(Chairman)
Jon Bulloch	(Treasurer)
Robert Osborne	(Secretary)
Mary Conneely	
Janet Cropper	Membership Secretary
Peter Newby	
Robert Pankhurst	
Roger Morton	Appointed 12 October 2023

Additionally Fiona Couper is a co-opted member of the Committee

Structure, governance and management

The Society is an unincorporated association governed by its constitution. The charity trustees are its officers and its committee of management. They are elected annually at the Annual General Meeting. The trustees annually review the composition of the committee and new trustees are invited to join where it is felt they would strengthen the expertise of the committee. They are then inducted into the workings of the committee and their role as trustee. The Society has no employees and is run entirely by volunteers.

Objectives, activities and public benefit

The objectives of the Society are set out in its constitution and are in summary:

1. To encourage high standards of architecture and town planning in and around St Albans.
2. To stimulate public interest in, and care for, the beauty, history and character of the City and its surroundings.
3. To encourage the preservation, development and improvement of the conditions in which we live and work.
4. To pursue these ends by meetings, exhibitions, publications, schemes and co-operation with other interested parties.

The Society has no political or religious activities and is non-profit making. Membership is open, without restriction, to anyone who shares the objectives of the Society. The trustees therefore believe that they have fulfilled the public benefit requirements of the Charity Commission.

The main means of communication with members are regular email updates and the quarterly Newsletter together with a website which is regularly updated.

Achievements and performance

Some of the main activities in 2023/24 have been:

Refreshing our Vision We completed the piece of work to refresh our vision and consider how we can improve the delivery of our key objectives. This included a questionnaire to all members which enabled us to clarify our members' priorities. Additionally we have started to proactively

engage in social media, with Facebook, Instagram and X accounts. This is helping us to communicate with a more diverse audience.

Planning and development: The Society continues to make significant contributions to the planning processes of the District. The Society's planning advisory group regularly scrutinise the many incoming applications to the Council and alert the committee to those of special significance to the city. Where appropriate we object to applications which we consider do not make a positive impact on our city and also support those which would protect and enhance our heritage.

We continue to monitor applications to fell or reduce trees and are pleased to note that in general the number of applications to fell otherwise healthy trees is reducing though we continue to strongly object to proposals for unnecessary felling.

During the year we have engaged proactively with the Council in the development of its draft Local Plan, including proposals for a City Centre Vision to be included in the Plan. We commented in detail to the Regulation 18 Consultation on the draft and will continue to engage constructively as the plan is developed.

Communication: The Society has a website, extensively updated during the year, under the immediate control of the Committee. Topical articles are written each month for the Herts Advertiser newspaper. The society acts as a source of comment and informed opinion for the local press on breaking planning news. The Newsletter continues to maintain a lively and visually attractive layout, using editorial material provided by the co-editors and contributions from other members of the Society. The Society also communicates by email to members with topical comments and we are now active users of Social media which enable us to communicate more widely with both members and non members.

Awards: We made a decision to run our Awards events on a two yearly basis and during this year extensive work was spent on preparations for the very successful Awards Evening that was held in May 2024.

Representation: The Society has been represented on many local committees, including the Verulamium Park Forum, Conservation 50 and Blue Plaques St Albans. Additionally it has been represented on a Council working group to develop guidelines for installation of solar panels in the Conservation Area. We are also a member of the national Civic Voice.

Clock Tower: The Clock Tower is open during summer weekends and is staffed by volunteers from the Civic Society and SAHAAS. During the year new information boards funded by St Albans guides were installed.

Members meetings We held a number of members talks and meetings.

ST ALBANS CIVIC SOCIETY

REPORT OF THE INDEPENDENT EXAMINER TO THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

I report on the accounts of St Albans Civic Society (Charity no 200330) for the year ended 31 March 2024 which comprise the Statement of Financial Activities, Balance Sheet and related notes.

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 the 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 financial statements under section 145 of the 2011 Act
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act and
- state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with 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 financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, 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 the course of my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that, in any material respect, the requirements:
 - To keep accounting records in accordance with section 130 of the 2011 Act; and
 - To prepare accounts which accord with the accounting records and to comply with the accounting requirement of the 2011 Acthave not been met; or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Date: 4 October 2024

David Moore
10 Oakwood Drive
St Albans
AL4 0XD

ST ALBANS CIVIC SOCIETY
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2024

	Note	Unrestricted Funds 2024 £	Unrestricted Funds 2023 £	Restricted Funds 2024 £	Restricted Funds 2023 £	Total 2024 £	Total 2023 £
INCOME	1.2						
Charitable activities							
Revenue - Subs		2,992	3,190			2,992	3,190
Revenue - Clock Tower		5,000	3,500			5,000	3,500
Revenue - Donations			132			0	132
Revenue - Tree Sponsorship				455	516	455	516
Revenue - Gift Aid			673			0	673
Revenue - Visits						0	0
Investment income							
Interest			12			0	12
TOTAL INCOME		7,992	7,507	455	516	8,447	8,023
EXPENDITURE	1.6						
Charitable activities							
Expenses - Newsletter		154	230			154	230
Expenses - Meetings		1,087	2,091			1,087	2,091
Expenses - Subscriptions & Donations		1,061	1,675			1,061	1,675
Expenses - Insurance		149	149			149	149
Expenses - Tree Sponsorship				1,404	531	1,404	531
Expenses - Website		355	364			355	364
Expenses - Visits						0	0
Expenses - Consultancy		4,456	906			4,456	906
Expenses - Advertising		690				690	0
Expenses - Bank Charges		74	78			74	78
Committee Expenses						0	0
Depreciation	1.5	9	10			9	10
AGM	1.6					0	0
TOTAL EXPENDITURE		8,034	5,503	1,404	531	9,438	6,034
NET INCOME		(42)	2,004	(949)	(15)	(991)	1,989
Total funds brought forward		23,380	21,376	516	531	23,896	21,907
TOTAL FUNDS CARRIED FORWARD		23,338	23,380	(433)	516	22,905	23,896

**ST ALBANS CIVIC SOCIETY
BALANCE SHEET AS AT 31 MARCH 2024**

	Note	2024 £	2023 £
FIXED ASSETS			
Tangible assets	2	48	57
TOTAL FIXED ASSETS		<u>48</u>	<u>57</u>
CURRENT ASSETS			
Debtors	3	0	673
Cash at bank and in hand		22,857	23,248
TOTAL CURRENT ASSETS		<u>22,857</u>	<u>23,921</u>
Creditors: amounts falling due within one year	4	0	82
NET CURRENT ASSETS		<u>22,857</u>	<u>23,839</u>
NET ASSETS		<u>22,905</u>	<u>23,896</u>
FUNDS OF THE SOCIETY			
Unrestricted funds		23,338	23,380
Restricted funds	5	(433)	516
TOTAL FUNDS		<u>22,905</u>	<u>23,896</u>

**ST ALBANS CIVIC SOCIETY
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023**

1. ACCOUNTING POLICIES

1.1 Basis of accounting

The financial statements have been prepared under the historic cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the basis, and in accordance with applicable accounting standards and with Accounting Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Charities Act 2011.

The trustees have assessed whether the use of going concern is appropriate and have considered possible events of conditions that might cast significant doubt on the ability of the charity to continue as a going concern. The trustees have made this assessment for a period of at least one year from the date of approval of these financial statements. In particular, the trustees have considered the charity forecasts and projections and have taken into account of pressures on charitable income. After making enquiries, the trustees have concluded that there is a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

1.2 Recognition of incoming resources

- a) Subscription income is accounted for on receipt.
- b) Donation income is accounted for on receipt or when receivable, if confirmed.
- c) Investment income is accounted for when receivable.
- d) Incoming resources from tax reclaims (eg Gift Aid) are included in the accounts at the same time as the income to which they relate.

1.3 Incoming resource with related expenditure

Where incoming resources have related expenditure (as with fundraising income), the incoming resources and related expenditure are reported gross in the accounts.

1.4 Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

1.5 Depreciation

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost of each asset over its remaining useful life. Depreciation has been provided at the following rates:

Exhibition screens	15% on reducing balance.
Computers	Written off over 3 years

1.6 Resources expended

All expenditure is accounted for on an accruals basis and has been included under expense costs that aggregate all costs for allocation to activities.

- a) Governance costs include the specific costs directly involved with the constitutional issues of the Society as opposed to generating voluntary income, fund raising or undertaking charitable work to meet its objects.
- b) Trustees are not remunerated but are entitled to reimbursement of reasonable costs incurred in the furtherance of their duties. No expenses were paid to trustees in the year (2023 - Nil).
- c) No charge was incurred for the independent examination of the accounts (2023 - Nil)

1.7 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

1.8 Critical accounting estimates and areas of judgement

In the view of the trustees in applying the accounting policies adopted, no judgements were required that have a significant effect on the amounts recognised in the financial statements nor do any estimates or assumptions made carry a significant risk of material adjustment in the next financial year.

2. **Tangible fixed assets**

	Computer £	Screens £	Total £
Cost			
Balance at 1 April 2023	1,248	1,245	2,493
Balance at 31 March 2024	<u>1,248</u>	<u>1,245</u>	<u>2,493</u>
Depreciation			
Balance at 1 April 2023	1,248	1,188	2,436
Depreciation charge for the year		9	9
Depreciation at 31 March 2024	<u>1,248</u>	<u>1,197</u>	<u>2,445</u>
Net book value at 31 March 2024	<u><u>0</u></u>	<u><u>48</u></u>	<u><u>48</u></u>
Net book value at 31 March 2023	<u>0</u>	<u>57</u>	<u>57</u>

3. **Debtors**

	2024 £	2023 £
Prepayments and accrued income	0	0
Gift Aid	0	673
	<u>0</u>	<u>673</u>

4. **Creditors**

	2024 £	2023 £
Deferred income		82
Accruals and other creditors		
	<u>0</u>	<u>82</u>

Deferred income are the subscriptions paid in advance for the following year.

5. **Restricted funds**

The restricted funds arise from donations under the Tree Sponsorship partnership with St Albans District Council. The movement in the funds during the year were:

	Trees £	Total £
Balance at 1 April 2023	516	516
Grants and donations	455	455
Expenditure	(1,404)	(1,404)
Balance at 31 March 2024	<u>(433)</u>	<u>(433)</u>

There is a negative balance at 31 March 2024 as expenditure exceeded income. This is because the proportion of Gift Aid attributable to Tree Sponsorship last year was not allocated correctly and when a claim for y/e 31 March 2024 is made then this will reduce the deficit. The Tree Sponsorship scheme has currently closed so any remaining deficit will be transferred to the main fund.

6 **Related Party Transactions**

There were no related party transactions during the year (2023 - Nil).