



AGM NOTICE

99th Annual General Meeting
Saturday 8th July 2023



**HISTORIC
BUILDINGS
& PLACES**

Historic Buildings & Places is the working name of the Ancient Monuments Society, a registered charity in England and Wales (no. 209605).

We invite you

Join us for the **99th Annual General Meeting of Historic Buildings & Places**, held on **Saturday 8th of July 2023** at **1:30pm** at **Hutton-in-the-Forest**.

The meeting will be chaired by the **Society's President**,
The Rt Hon. The Lord Inglewood DL.

ORDER OF EVENTS

1:30 pm

Members assemble for the AGM at **St James Church**. Please note there are no WCs at Church but there are at the house.

2:30 pm

Group 1: Break for refreshments at the Cloisters Tearoom

Group 2: Talk by Lord Richard Inglewood & Free exploration of the house & gardens

3:30 pm

Group 1: Talk by Lord Richard Inglewood & Free exploration of the house & gardens

Group 2: Break for refreshments at the Cloisters Tearoom

4:30pm

End of the proceedings, members depart.

Historic Buildings & Places
St Ann's Vestry Hall, 2 Church Entry, London, EC4V 5HB

020 7236 3934 | membership@hbap.org.uk | www.hbap.org.uk

THE VENUE

Hutton-in-the-Forest is a grand historic house situated just north of Penrith, Cumbria, near the Lake District. The oldest part of the house, the Pele Tower, dates from c.1350 and since then the house has gone through multiple developments, so that now six distinct architectural periods can be identified. The classical East Front was built by Edward Addison in 1685, almost certainly to the design of William Talman, while the South Front was restored and developed by well-known Victorian architect Anthony Salvin. The house has always been a family home, originally for the de Hoton family in the Middle Ages, and subsequently for the Fletcher family (later becoming the Fletcher Vanes). Today the house is the home of HB&P President, Lord Richard Inglewood.

GETTING THERE

Address: Hutton-in-the-Forest, Penrith, Cumbria, CA11 9TH

By Car: Car is the easiest mode of transport to Hutton-in-the-Forest. The house is 2 miles away from junction 41 of the M6, and 6 miles out of Penrith. There is plenty of parking at the house.

By Public Transport: The nearest station is Penrith, 6 miles from Hutton-in-the-Forest. From the station, take a taxi to the house (there is no bus service). Recommended taxi company: Station Taxis (01768 877626)



ST JAMES CHURCH

Members will assemble at St James Church, Penrith, CA11 9TJ for the AGM at 1:30pm. Please note there are no WCs at Church but there are at the house.

From the Visitors' Car Park at Hutton-in-the-Forest, turn left and immediately turn right. St James Church is on the right.

It is a 2 minute drive or a pleasant 10 minute stroll.

Parking at the church may be limited so we encourage you to walk or car share from Hutton-in-the-Forest if you can. After the AGM the group will be directed to return to the house.



REFRESHMENTS

There will be afternoon tea following the AGM proceedings, charged at £16 per head (including sandwiches, sausage rolls, scones, cakes, tea/coffee). Please do let us know if you intend to come and would like tea, so that we can plan accordingly. Please also advise of any dietary requirements.

If you would like refreshments before the AGM event starts, there are a number of country pubs in the local area that serve food and drink, and the café at the AGM venue is open from 12pm for light lunches, such as soups, ploughmans etc.

GUESTS

We hope to be able to welcome guests, but we reserve the right to prioritise members in the event of high demand. Please put guests on your reply and we shall come back to you if we are overbooked.

ACCOMMODATION

There is plenty of accommodation in Penrith if you wish to stay overnight.

Options include:

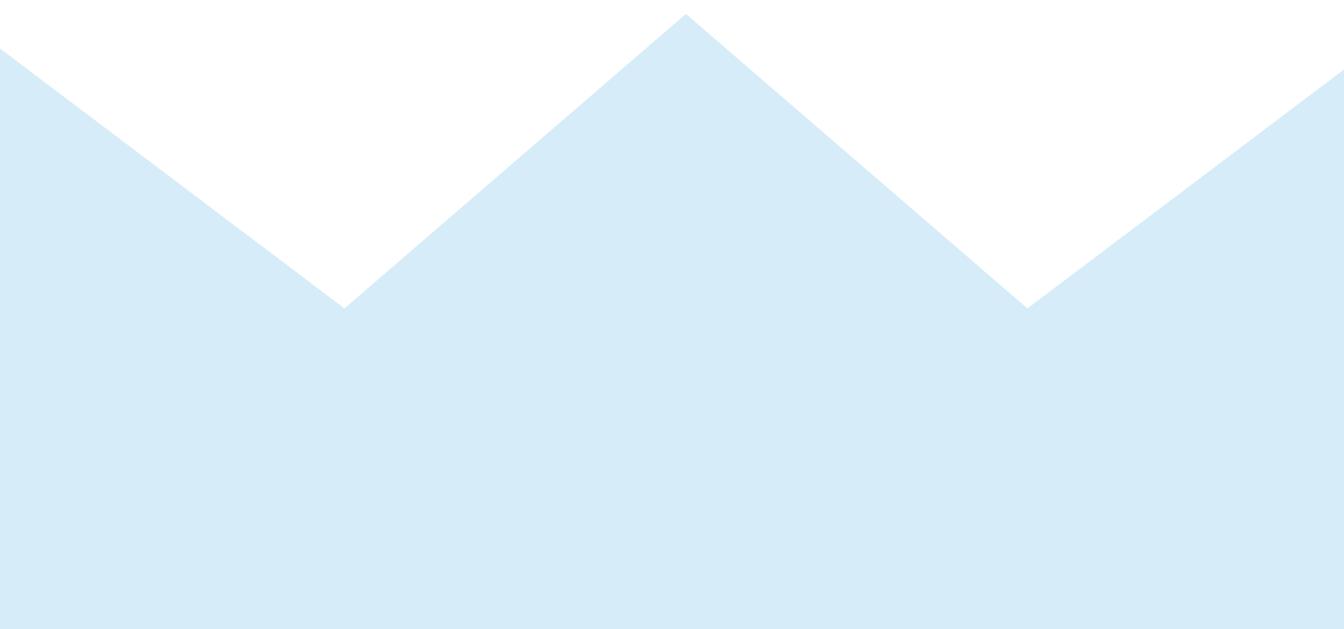
Travelodge

The George Hotel

North Lakes Hotel & Spa

Stafford House historic guest house

Smithy Cottage B&B



ANNUAL GENERAL MEETING AGENDA

- 01 Apologies for Absence
- 02 Minutes of the 2022 AGM are published in the *Journal of Historic Buildings & Places* Vol. 2.
- 03 Director's Report
- 04 Annual Accounts 2022
- 05 Appointment of Auditors
- 06 Discussion on the Future Governance of HB&P
- 07 Elections of Officers for 2023-24
- 08 Any other business

Note: Copies of the Annual Report (and full Accounts), council nominations and brief biographies of those standing for election will be available on the day but can be obtained, if desired, from the office beforehand. Extra papers may be sent out closer to the date as necessary.



OTHER PLACES TO VISIT

In or Near Penrith:

1. 14th Century Penrith Castle (English Heritage, free entry)
2. 12th Century Brougham Castle (English Heritage, Tickets: £6.50 for adults)
3. King Arthur's Round Table, a Neolithic earthwork henge (English Heritage, free entry)



1



2



3

South of Penrith:

4. Lowther Castle & Gardens
5. Dalemain Historic Mansion, UNESCO World Heritage Site and home of the Dalemain World Marmalade Awards
6. Lake District: Penrith is on the edge of the stunning Lake District. The nearest lake is Ullswater, with the popular Aira Force Waterfall nearby.



4



5



6

BOOKING INFORMATION

Please book your place at the AGM by emailing us at membership@hbap.org.uk with the following information:

Member Name(s)

Address

Email

Telephone Number

If you want to bring a guest

Name of guest

If you would like afternoon tea at £16 per person

If you have any accessibility or dietary requirements

If you do not have email, please confirm your attendance in writing to:

Historic Buildings & Places, St Ann's Vestry Hall, 2 Church Entry, London EC4V 5HB

PAYMENT INFORMATION

Payment by bank transfer is preferred. Please make payment to:

HSBC Account Name: Ancient Monuments Society

Account No: 81025724

Sort Code: 40-11-60

Please enter your name as the payment reference.

Alternatively, you can pay by cheque made out to **Ancient Monuments Society**.

ANCIENT MONUMENTS SOCIETY
(WORKING NAME : HISTORIC BUILDINGS & PLACES)

ABBREVIATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

The abbreviated financial statements shown on the annexed pages have been extracted from the Society's full accounts for the year ended 31 December 2022, upon which the auditors, Xeinadin Audit Limited, gave an unqualified opinion. The accounts were approved by Trustees on 26th April 2023 and will be submitted to the Charity Commission in due course.

These abbreviated financial statements may not contain sufficient information to allow for a full understanding of the financial affairs of the Society, and copies of the full accounts and of the Annual Report will be available at the annual general meeting or may be obtained from the Society's Director, St Ann's Vestry Hall, 2 Church Entry, London EC4V 5HB.

On behalf of the Trustees,

Liz Power
Director

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AUDITORS' STATEMENT ON ABBREVIATED FINANCIAL STATEMENTS

We have examined the annexed abbreviated financial statements for the year ended 31 December 2022.

Respective responsibilities of Trustees and Auditors

The abbreviated financial statements are the responsibility of Trustees. We have agreed to report to Trustees our opinion on the abbreviated statements' consistency with the full financial statements, on which we reported to Trustees on 26th April 2023.

Basis of opinion

We have carried out the procedures we consider necessary to ascertain whether the abbreviated financial statements are consistent with the full statements from which they have been prepared.

Opinion

In our opinion the abbreviated financial statements are consistent with the full financial statements for the year ended 31 December 2022.

Xeinadin Audit Limited.
Chartered Accountants
and Statutory Auditors

Chester

ANCIENT MONUMENTS SOCIETY
(WORKING NAME : HISTORIC BUILDINGS & PLACES)

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2022

| | Note | Unrestricted Funds £ | Restricted Funds £ | Total Funds <u>2022</u> £ | Total Funds <u>2021</u> £ |
|---|------|----------------------------|--------------------------|------------------------------------|------------------------------------|
| INCOME | | | | | |
| Donations and legacies | | 221,581 | - | 221,581 | 301,899 |
| Charitable activities | 1 | - | 44,300 | 44,300 | 43,478 |
| Investment income | | 70,612 | - | 70,612 | 55,110 |
| Other income | | 7,117 | - | 7,117 | 1,346 |
| Total income | | 299,310 | 44,300 | 343,610 | 401,833 |
| EXPENDITURE ON | | | | | |
| Raising funds | | 15,858 | - | 15,858 | 15,437 |
| Charitable activities | 2 | 136,363 | 44,300 | 180,663 | 214,042 |
| Support costs | 3 | 16,682 | - | 16,682 | 6,966 |
| Total expenditure | | 168,903 | 44,300 | 213,203 | 234,445 |
| NET INCOME FOR THE YEAR | | 130,407 | - | 130,407 | 165,388 |
| OTHER RECOGNISED GAINS AND LOSSES | | | | | |
| Net gains on investments | | (398,504) | - | (398,504) | 188,887 |
| NET INCREASE IN FUNDS FOR THE YEAR | | (268,097) | - | (268,097) | 354,275 |
| Funds brought forward | | 3,085,221 | - | 3,085,221 | 2,730,946 |
| Funds carried forward | | 2,817,124 | - | 2,817,124 | 3,085,221 |

ANCIENT MONUMENTS SOCIETY
(WORKING NAME : HISTORIC BUILDINGS & PLACES)

BALANCE SHEET

AT 31 DECEMBER 2022

| | £ | <u>2022</u> | £ | £ | <u>2021</u> | £ |
|--|---|-------------|-------------------------|---|-------------|-------------------------|
| FIXED ASSETS | | | | | | |
| Tangible assets | | | 1,021 | | | 1,021 |
| Investment portfolio | | | 2,281,248 | | | 2,281,248 |
| Investment property | | | 425,000 | | | 425,000 |
| | | | <u>2,707,269</u> | | | <u>2,707,269</u> |
| CURRENT ASSETS | | | | | | |
| Debtors | | | 45,724 | | | 45,724 |
| Cash at bank and in hand | | | 362,576 | | | 362,576 |
| | | | <u>408,300</u> | | | <u>408,300</u> |
| CREDITORS: | | | | | | |
| Amounts falling due within one year | | | (30,348) | | | (30,348) |
| | | | <u>377,952</u> | | | <u>377,952</u> |
| NET CURRENT ASSETS | | | | | | |
| | | | <u>3,085,221</u> | | | <u>3,085,621</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | | <u><u>3,085,221</u></u> | | | <u><u>3,085,621</u></u> |
| Representing: | | | | | | |
| UNRESTRICTED FUNDS | | | | | | |
| General funds | | | 2,808,524 | | | 3,076,621 |
| Designated funds | | | 8,600 | | | 8,600 |
| RESTRICTED FUNDS | | | - | | | - |
| | | | <u>2,817,124</u> | | | <u>3,085,621</u> |

These financial statements were approved by the Trustees on 26th April 2023
and are signed on their behalf by:

Giles Quarme BA Dip Arch, Dip Cons (AA) RIBA FRSA
Chairman

ANCIENT MONUMENTS SOCIETY
(WORKING NAME : HISTORIC BUILDINGS & PLACES)

NOTES TO THE ABBREVIATED FINANCIAL STATEMENTS AT 31 DECEMBER 2022

| | | |
|--|---------------|---------------|
| 1. RESTRICTED INCOME FOR CHARITABLE ACTIVITIES | <u>2022</u> | <u>2021</u> |
| | £ | £ |
| Grants to assist the Society in fulfilling its role as a statutory consultee:- | | |
| Historic England | 42,219 | 41,397 |
| Cadw | 2,081 | 2,081 |
| | <u>44,300</u> | <u>43,478</u> |

| | | |
|---|----------------|----------------|
| 2. DIRECT COSTS OF CHARITABLE ACTIVITIES | <u>2022</u> | <u>2021</u> |
| | £ | £ |
| Staff costs | 101,312 | 96,755 |
| Magazine | 30,063 | 18,107 |
| Journal | 11,909 | 9,621 |
| Premises | 12,176 | 6,360 |
| Postage and stationery | 4,625 | 3,006 |
| Sundries | 6,151 | 2,636 |
| Casework costs | 6,833 | 9,600 |
| Depreciation | 1,205 | 405 |
| Website and IT costs | 2,808 | 4,235 |
| Typing services | - | 1,000 |
| Insurance | 3,176 | 2,129 |
| Representation of the Charity | 240 | 678 |
| Joint committee | - | 400 |
| Rebranding costs | - | 59,110 |
| Staff travel expenses | 165 | - |
| | <u>180,663</u> | <u>214,042</u> |

Following the cessation on 30 September 2021 of the working partnership with the Friends of Friendless Churches, certain costs, which had been shared with the Friends, are now wholly being borne by the Charity

| | | |
|--|---------------|--------------|
| 3. SUPPORT COSTS OF CHARITABLE ACTIVITIES | <u>2022</u> | <u>2021</u> |
| | £ | £ |
| Trustee expenses and room hire | 3,652 | 981 |
| Consultancy fees | 7,000 | - |
| Auditors' remuneration | 4,650 | 4,410 |
| Sundries including AGM expenses | 688 | 767 |
| Bank charges | 692 | 808 |
| | <u>16,682</u> | <u>6,966</u> |



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