



Henry Bradshaw Society

Annual Reports for 2010

ANNUAL MEETING
10 May 2011

Henry Bradshaw Society
Registered UK Charity no. 278781
www.henrybradshawsociety.org

President

Dom Cuthbert Johnson OSB

Vice-Presidents

Professor Helmut Gneuss
Miss Barbara Harvey
M. Michel Huglo
The Revd Professor R. W. Pfaff

Chairman of Council

Professor Michael Lapidge
Clare College, Cambridge CB2 1TL
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General Secretary

Dr Nicolas Bell
Music Collections, The British Library, 96 Euston Road, London NW1 2DB
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Publications Secretary

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Treasurer

Dr M. B. Moreton
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Assistant Treasurer

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1 Notice of Annual Meeting

The one hundred and eighth Annual Meeting of the Society will be held on Tuesday 10 May 2011 at 11.30 a.m. in Meeting Room A, The British Library, 96 Euston Road, London NW1 2DB.

The meeting will be followed by a meeting of the Society's Council, which members are welcome to attend, and will be followed by a sandwich lunch at around 1 p.m., to which all members attending the meeting are cordially invited. The Secretary will collect members from the Information Desk in the entrance hall of the Library shortly before 11.30.

2 Agenda for Annual Meeting

1. APOLOGIES

To receive apologies for absence.

2. COMMEMORATIONS

3. MINUTES

To receive the Minutes of the one hundred and sixth Annual Meeting.

4. STATEMENTS FROM THE CHAIR

5. REPORTS

To receive the Reports of the Secretary and Treasurer.

6. ACCOUNTS

To receive and accept the Accounts for 2010.

7. ELECTION OF THE PRESIDENT

To report that the Annual Meeting of 2010 elected Dom Cuthbert Johnson as President of the Society for 2010–11.

To consider the election of the President for 2011–12.

8. ELECTION OF THE ADMINISTRATIVE OFFICERS

To report that the Officers of the Council for 2010–11 elected by the 2010 Annual Meeting were as follows:

<i>Chairman</i>	Professor M. Lapidge
<i>General Secretary</i>	Dr N. J. Bell
<i>Publications Secretary</i>	Dr Rosalind Love
<i>Treasurer</i>	Dr M. B. Moreton
<i>Assistant Treasurer</i>	Mr P. Jackson

To consider the election of Officers for 2011–12. *(It will be recalled that in 2009 Prof. Lapidge announced his intention to retire as Chairman of Council, and as a member of the Publications Committee, in 2012.)*

9. ELECTION OF COUNCIL

To report that the membership of Council is as follows:

- The Administrative Officers of Council
- Additional elected members, as follows:

(a) *elected 2010, to serve until 2013*: Mr M. J. Burr, Professor N. J. Morgan.

(b) *elected 2009, to serve until 2012*: Dr Catherine Cubitt, Dr D. Pelteret, Professor Susan Rankin, Fr A. Ward.

(c) *elected 2008, to serve until 2011*: Professor D. Ganz, Dom Cuthbert Johnson OSB (representing Quarr Abbey), Dr A. Thacker.

The additional members elected in 2008 now retire, and are eligible for re-election.

To consider the election of members of Council. *(Will members of the Society note that under item 21 of the Constitution nominations for new members of Council must be made in writing to the Secretary. Members wishing to make nomination should ensure that their candidate is willing to stand, and that the nomination is received by the General Secretary on or before Tuesday 3 May 2011.)*

9. ELECTION OF ACCOUNTS EXAMINER

To report that the Annual Meeting of 2010 resolved to invite Mr P. J. Clinton to undertake the duties of Independent Accounts Examiner for the year, and that Mr Clinton subsequently agreed.

To consider the appointment of the Independent Accounts Examiner for the year 2011.

10. ANNUAL MEETING 2012

To consider the date of the one hundred and ninth Annual Meeting.

11. ANY OTHER BUSINESS

3 Minutes of the Annual Meeting, 23 April 2010

The one hundred and seventh Annual Meeting of the Society was held on Friday 23 April 2010 at 2 p.m. in the Panizzi Room of the British Library, London.

Present:

Dom Cuthbert Johnson (President, in the Chair), Dr N. J. Bell, Mr M. J. Burr, Professor D. Ganz, Mr C. J. Hodgkinson, Professor M. Lapidge, Dr Rosalind Love, Dr M. B. Moreton, Professor N. J. Morgan, Dr D. Pelteret, Professor Susan Rankin and The Rev'd Canon J. Toy.

In attendance: Mr P. L. Clinton, independent examiner of the accounts.

Apologies for absence were received from Dr Catherine Cubitt, Dr Cristina Dondi, M. J.-M. Dossogne, Miss Barbara Harvey, Mr P. Jackson, Prof. J.-L. Lemaitre, Prof. Rosamond McKitterick, Prof. T. O'Loughlin, The Rev'd Prof. R. W. Pfaff (Honorary Vice-President), Mr L. J. Reilly, Dr Rebecca Rushforth, Mr J. Scheer, Prof. B. D. Spinks, Fr A. Ward and The Very Rev'd Dr M. G. Witczak.

1. MINUTES

The Minutes of the one hundred and sixth Annual Meeting were confirmed.

2. COMMEMORATION

Commemoration was made of The Rev'd Dr H. E. J. Cowdrey (1926-2009; Chairman of Council, 1986-2000; Honorary Vice-President, 2000-09), and of Professor Virginia Brown (1940-2009).

3. STATEMENTS FROM THE CHAIR

The President remarked that although the Society had reached its 120th anniversary, its origins lie much earlier, in the happy coincidence in 1833 of the re-establishment of the Abbey of Solesmes and the founding of the Oxford Movement.

4. REPORTS

The Reports of the Secretary and the Treasurer were considered. The Treasurer observed that the 2009 Accounts were examined with unprecedented efficiency by Mr Patrick Clinton as Independent Accounts Examiner. He reported that the Society's finances remain in a healthy position overall, and presented the accounts, which were laid out in a clearer format but which no longer displayed reconciliation of figures. The Meeting adopted both Reports; accepted the accounts; recorded a vote of thanks to the Secretary and the Treasurer; and expressed its appreciation of Mr Clinton's services. The Chairman of Council offered particular thanks to the Treasurer for his unstinting work on the Society's behalf.

5. ELECTION OF THE PRESIDENT

Abbott Cuthbert Johnson was elected President for the year 2010–11.

6. ELECTION OF OFFICERS

The following elections were made for 2010–11:

<i>Chairman of Council:</i>	Professor M. Lapidge
<i>General Secretary:</i>	Dr N. J. Bell
<i>Publications Secretary:</i>	Dr Rosalind Love
<i>Treasurer:</i>	Dr M. B. Moreton
<i>Assistant Treasurer:</i>	Mr P. Jackson.

7. ELECTION OF COUNCIL

Mr M. J. Burr and Professor N. J. Morgan were re-elected to Council to serve until 2013, their previous terms having expired in 2010.

Mr N. Orchard had expressed his intention not to seek re-election to Council. Prof. Lapidge and Dr Bell had written to thank him for his invaluable contribution to the Society's publications over the preceding decade, and the Meeting recorded its profuse thanks for his substantial contribution to liturgical studies.

Professor Rankin proposed that Mr C. J. Hodkinson be elected to Council, and it was agreed to discuss the proposal at the Society's next Meeting.

8. INDEPENDENT ACCOUNTS EXAMINER

The Meeting resolved to invite Mr Patrick Clinton to undertake the duties of Independent Accounts Examiner for the financial year 1 January – 31 December 2010.

9. ANNUAL MEETING

The Meeting resolved that the next Annual Meeting of the Society be held on Friday 29 April 2011. This date was subsequently declared a public holiday, and so the date was altered to 10 May 2011.

There being no other business, the Meeting concluded at 2.33 p.m.

4 Report of the Secretary for 2010

This year has been notable as being the first in more than a century in which the Society can claim that very nearly all of its publications are available in print. Boydell & Brewer completed their programme of scanning Main Series volumes for Print-on-Demand, and at the end of the year only volume XVI (Dewick's edition of the Coronation Book of Charles V of France) was awaiting publication. This new availability of old titles has been welcomed from many quarters, and is generating royalty income for the Society which has already gone some way towards offsetting the costs of the investment. It is unfortunate that no new volumes in the Main Series or the Subsidia were issued in 2010, and that members' subscriptions from the year 2007 onwards have not yet been recompensed with a publication, but we hope to remedy this in course of 2011. During the year we have welcomed the following into membership of the Society: Mr S. N. Dulaney (Stayton, Oregon); the Rev'd M. S. Ernest STD (Scarsdale, New York); Dr H. F. Forbes (University of Leicester); Prof. J. Harper (Bangor University); Mr S. M. Holmes (Edinburgh University); the Rev'd P. Jones (Torquay); the Rev'd D. Lowery (Henderson, North Carolina); Mr E. Mierau (York); Dr Christine Phillips (Leeds); Mr M. C. Salisbury (Oxford University); Mr A. W. Tanski (Eureka, California); Dr Magnus Williamson (Newcastle University); and the John W. Graham Library, Trinity College, University of Toronto.

Nicolas Bell
General Secretary
29 March 2011

5 Treasurer's report for 2010

The Independently Examined Accounts are set out below in the same format as last year. A statement of income and expenditure by volume will be available as usual at the Annual Meeting, together with the accounts to date for 2011.

Only one volume remains to be made available in the Print on Demand project, so the costs for that are nearly complete; but once again, the overall position of the finances at the end of the year remains remarkably close to that at its beginning.

As expected, bank interest was again considerably lower in 2010 than in 2009; and we have to assume that 2011 will be nearly as bad. The real value of our publishing reserves is reduced in consequence, although not alarmingly so. There is not much comfort in reflecting on the fact that most charities are in the same position.

The accounts show a fall in subscription income. In part this is normal in our publication cycle, and subscription income recovers when a new main series volume appears. But it was exacerbated last November by an operating system collapse, followed by a change in database access protocol; in consequence, some of the invoicing immediately afterwards failed to invoice properly for 2011. Remedial correspondence after the year end has had a good effect, so that the 2010 accounts are unduly pessimistic on this front.

The finances of the Society remain healthy, and well-prepared to fund the volumes in preparation.

Bernard Moreton
Honorary Treasurer

1 March 2011

<i>2009</i>	2010	<i>2009</i>	2010
WIP NOT YET ASSIGNED			
Provisionals 2007			
<i>89.68</i> O/heads 2007	89.68	<i>5002.00</i> Subscriptions 2007	5002.00
Provisionals 2008			
<i>105.40</i> O/heads 2008	105.40	<i>5105.00</i> Subscriptions 2008	5125.50
Provisionals 2009			
<i>168.30</i> O/heads 2009	168.30	<i>4876.00</i> Subscriptions 2009	4958.00
Provisionals 2010			
- O/heads 2010	103.12	<i>2500.50</i> Subscriptions 2010	4490.42
Provisionals 2011			
		- Subscriptions 2011	2246.80
<u><i>363.38</i></u> (Subtotal)	<u>466.50</u>	<u><i>17483.50</i></u> (Subtotal)	<u>21822.72</u>

ASSETS AND LIABILITIES

ASSETS

77842.09 Current Bank Accounts 82047.47

LIABILITIES

-244.98 Subsidia & Reprint Volumes in Progress -
549.93 Prepaid subs suspense 388.65
244.98 WIP accruals -

<i>78205.47</i> BALANCE SHEET DB	82513.97	<i>18033.43</i> BALANCE SHEET CR	22211.37
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60172.04 **NETT ASSETS** **60302.60**

REPRESENTING	
<i>60165.74</i> Accumulated Fund b/f	60172.04
<i>6.30</i> Transfer to Acc. Fund	130.56
<i>60172.04</i> Accumulated Fund c/f	60302.60

CASH BOOK

<i>2009</i>	2010	<i>2009</i>	2010
77.95 Postage & telephone	38.08	2751.50 Subscriptions: current year	1989.92
51.05 Stationery etc	65.04	1004.50 Subscriptions: past years	102.50
40.00 Hire of rooms	-	2500.50 Next year's subs. prepaid	2246.80
-.70 Nett cost of lunch	-	580.15 Prepayments received	283.31
1665.00 Capital Overheads	-	-274.41 Debit subs suspense a/cs	-444.59
		3.90 Non-attributable subs.income	.37
		6566.14 Subscription totals	4178.31
22.58 Cc Fees	-	12.83 Cc Fee Suspende	-
		1564.63 Bank Interest	387.59
		230.39 Income Tax Repayments	193.77
5075.00 Main Series Printing	-	2166.99 Publications Grants	-
524.29 Main Series Distribution	-	1829.84 Royalties	2229.67
46.90 Back issue costs	45.37	163.58 Back Royalties	-
1945.00 Subsidia - Printing & Editing	-		
1958.68 Reprint Program	2635.47	1.19 Sundries	-
<u>11405.75</u> (Subtotal)	<u>2783.96</u>	<u>12535.59</u> (Subtotal)	<u>6989.34</u>
Postings Contra		Postings contra	
-5615.58 Accumulated Funds	-2680.84	-3855.03 Accumulated Funds	-2811.40
-5599.29 Wip Publication Costs	-	-8361.99 Wip Revenue Accounts	-4339.22
-168.30 Wip Overhead Accounts	-103.12		
-22.58 Assets	-	-318.57 Liabilities	161.28
<u>.00</u> (Subtotal)	<u>.00</u>	<u>.00</u> (Subtotal)	<u>.00</u>

Signed on behalf of all the trustees :

<i>(signed)</i> M B Moreton <i>Honorary Treasurer</i>	<i>Date:</i> 8 Feb 2011
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Independent examiner's report on the accounts

To the officers of the Henry Bradshaw Society:

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination included a review of the accounting records kept by the Treasurer and a comparison of the banking accounts and either source documents, or copies of same, with those records. The examination also gave consideration as to unusual items or disclosures in the accounts. Satisfactory explanations were given by the Treasurer to all my enquiries during the course of my independent review and there were no unusual items or disclosures identified.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

I have concluded that the accounts placed before you represent a fair and accurate record of the financial position of the Charity.

<i>(signed)</i> P L Clinton <i>Independent Examiner</i>	<i>Date:</i> 10 Feb 2011
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