



Henry Bradshaw Society

Annual Reports for 2014

ANNUAL MEETING
28 April 2015

Henry Bradshaw Society

Registered UK Charity no. 278781
www.henrybradshawsociety.org

President

Dom Cuthbert Johnson OSB

Vice-Presidents

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

Chairman of Council

Professor Susan Rankin
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email: skr1000@cam.ac.uk

General Secretary

Dr Nicolas Bell
Music Collections, The British Library, 96 Euston Road, London NW1 2DB
email: Nicolas.Bell@bl.uk

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 twelfth Annual Meeting of the Society will be held on Tuesday 28 April 2015 at 12 noon in the British Library, 96 Euston Road, London NW1 2DB.

The meeting will be followed by a sandwich lunch, after which the Society's Council will meet. Members are welcome to attend the lunch and the Council meeting in addition to the Annual Meeting. The Secretary will collect members from the Information Desk in the entrance hall of the British Library at 12 noon.

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 eleventh 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 2014.

7. ELECTION OF THE PRESIDENT

To report that the Annual Meeting of 2014 elected Dom Cuthbert Johnson as President of the Society for 2014-15.

To consider the election of the President for 2014-15.

8. ELECTION OF A VICE-PRESIDENT

The Council may nominate distinguished persons for election by the Society as Honorary Vice-Presidents of the Society. At the Council meeting of 16 April 2013 the Chairman proposed that Professor Michael Lapidge be elected a Vice-President on expiry of his present period of appointment to Council, a proposal which met with unanimous approval. This period expires today.

9. ELECTION OF THE ADMINISTRATIVE OFFICERS

To report that the Officers of the Council for 2014–15 elected by the 2014 Annual Meeting were as follows:

<i>Chairman</i>	Professor Susan Rankin
<i>General Secretary</i>	Dr Nicolas Bell
<i>Publications Secretary</i>	Dr Rosalind Love
<i>Treasurer</i>	Dr Bernard Moreton
<i>Assistant Treasurer</i>	Dr Frank Lawrence

To consider the election of Officers for 2015–16.

10. 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 2012, to serve until 2015*: Dr Catherine Cubitt, Professor Michael Lapidge, Dr David Pelteret, Fr Anthony Ward.

(b) *elected 2013, to serve until 2016*: Professor Nigel Morgan, Mr Christopher Hodkinson, the Rev'd Canon Dr John Toy.

(c) *elected 2014, to serve until 2017*: Professor David Ganz, Dr Alan Thacker, Dr Henry Parkes, Dr Frank Lawrence.

The additional members elected under (a) above 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 Monday 27 April 2015.*)

11. ELECTION OF ACCOUNTS EXAMINER

To report that the Annual Meeting of 2014 resolved to invite Mr Patrick 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 2015.

12. ANNUAL MEETING 2016

To consider the date and location of the one hundred and thirteenth Annual Meeting.

13. ANY OTHER BUSINESS

3 Minutes of the Annual Meeting, 29 April 2014

The one hundred and eleventh Annual Meeting of the Society was held on Tuesday 29 April 2014 at 12.10 p.m. in Meeting Room K of the British Library, London.

Present: Dom Cuthbert Johnson OSB (President, in the Chair), Professor Susan Rankin, Dr Nicolas Bell, Dr Rosalind Love, Professor Nigel Morgan, Dr Henry Parkes, Dr David Pelteret, Dr Alan Thacker, Dr Frank Lawrence, Dr Elizabeth Robinson, Dr Catherine Cubitt, Mr Christopher Hodgkinson, and the Rev'd Canon Dr John Toy.

Apologies for absence were received from Dr Bernard Moreton, the Rev'd Professor Richard Pfaff, Fr Anthony Ward, Miss Barbara Harvey, Mr Peter Jackson, Fr Michael G. Witczak, Dr Kathleen Nelson, Dom Alcuin Reid, Mr Steve Woodward, Professor David Ganz and Mr Patrick Clinton, independent examiner of the accounts.

1. MINUTES

The Minutes of the one hundred and tenth Annual Meeting were received and signed.

2. COMMEMORATIONS

There were no commemorations.

3. STATEMENTS FROM THE CHAIR

The President noted that the new start time for the meeting, which enables the Council meeting to conclude before the more expensive peak hour train fares in the late afternoon, had met with the general approval of the Council. He thanked the officers for their continued work on the Society's behalf.

4. REPORTS

The Reports of the Secretary and the Treasurer were considered.

5. ACCOUNTS

The Secretary presented the accounts on the Treasurer's behalf. No Gift Aid claim was made in 2013, but a double claim had been made for 2012-13 and 2013-14. Interest rates continue at a low ebb, so the real value of the reserves continues to shrink. The Society's Reserves Policy, last discussed in the 1990s, will be reconsidered by members of the Council. Discussion ensued on the fact that a significant proportion of the production costs of a volume are accounted to distribution costs. The Secretary pointed out that this figure included packaging, which was felt to be of a high standard since no books had been reported as damaged. He agreed, though, to ask the publishers for a breakdown of this expenditure, and to investigate whether more economical options were available. Dr Thacker agreed to find out comparable costs for shipping of Victoria County History volumes.

The meeting approved the accounts. Dr Moreton was thanked in his absence for the considerable work he had again undertaken leading to their preparation, and it was requested that the Secretary write to Mr Clinton to thank him for his independent examination of them.

6. ELECTION OF THE PRESIDENT

Abbot Cuthbert Johnson was elected President for the year 2014-15.

7. ELECTION OF OFFICERS

The following elections were made for 2014-15:

<i>Chairman of Council:</i>	Professor Susan Rankin
<i>General Secretary:</i>	Dr Nicolas Bell
<i>Publications Secretary:</i>	Dr Rosalind Love
<i>Treasurer:</i>	Dr Bernard Moreton

8. ELECTION OF COUNCIL

Professor David Ganz, Dr Alan Thacker, Dr Henry Parkes and Dr Frank Lawrence were re-elected to the Council for a further period of three years, to serve until 2017. It was noted that Mr Peter Jackson had tendered his resignation from Council. He was thanked for all his work on the Society's behalf over many years, as member of Council, as Secretary and as Assistant Treasurer, and would remain valued as a member of the Society.

9. 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 2014.

10. ANNUAL MEETING 2015

The Meeting resolved that the next Annual Meeting of the Society be held on Tuesday 28 April 2015.

There being no other business, the Meeting concluded at 12.31 p.m.

4 Report of the Secretary for 2014

The Society issued the seventh volume in its Subsidia series in 2014: a study of *The Divine Office in Anglo-Saxon England, 597–c.1000* by Jesse D. Billett. This volume, which had been in preparation for several years, offers much new insight into the question of the extent to which the Divine Office in England can be described as 'Benedictine' in the years before the Norman Conquest. Although no volumes were published in the Main Series in 2014, considerable progress was made on several volumes, and we hope to issue three volumes within the next twelve months: these will be the third and final volume of Nigel Morgan's edition of *English Monastic Litanies of the Saints after 1100* and Calvin M. Bower's two-volume edition of the *Liber Ymnorum* of Notker Balbulus. Each of these volumes has benefitted from the advice and work of the Publications Committee, whose contribution to the Society's work is considerable.

During the year, the Society used a portion of the legacy of the late Martin Burr to commission a detailed description of its archive. This has brought to light many interesting documents from the early days of the Society's operation. The resulting catalogue will soon be mounted on the Society's website, and we hope to explore other ways of making the archive usable and accessible in coming months.

During the year we have welcomed six new members into the Society: Dr Laura Albiero (Vitry sur Seine), the Rev'd Russell Frost (Ipswich), Dr Eleanor Giraud (Oxford), Mr Andrew J. Irving (New York), Dr Anne Mannion (Loughrea) and Mr Patrick Sheridan (Welling).

Nicolas Bell
General Secretary
19 April 2015

5 Treasurer's report for 2014

The Independently Examined Accounts are set out below in the usual format. A statement of income and expenditure by volume will be available as usual at the Annual Meeting, together with the accounts to date for 2015.

In accordance with the decisions made at the meeting of Council in 2014, the cost of the cataloguing of the archive documents (165.5 hours) has been offset against the benefaction from Martin Burr. This is shown as a negative posting to the benefaction in the Cash Book.

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

Bernard Moreton
Honorary Treasurer
19 March 2015

The Henry Bradshaw Society
Statement of Accounts for the year ending 31 December 2014

<i>2013</i>		2014		<i>2013</i>		2014
ACCUMULATED FUND MOVEMENTS						
37.51	Capital Overheads	55.70		102.50	Back Subscriptions	82.00
				17.58	Non-Attributable Subs	2.44
	Non-subscription publishing			2117.21	General Royalty Income	1843.68
-	S7: Divine Office in A/S England	500.00		-	Income Tax Repayments	432.90
				677.35	Bank Interest	681.71
				3.31	Sundries	155.82
Vol 120: English Monastic Litanies 2						
7971.45	Tfr DB to Acc. Fund	-		5534.50	Tfr CR to Acc. Fund	-
<i>8008.96</i>	(Subtotal)	<i>555.70</i>		<i>8452.45</i>	(Subtotal)	<i>3198.55</i>
				443.49	Total movement	2642.85
				62467.95	Acc. Fund b/f	62911.44
				62911.44	Acc. Fund c/f	65554.29

BALANCE SHEET

VOLUMES IN PROGRESS

Vol 120: English Monastic Litanies 2

Actual costs		Revenue	
6267.45	Printing -	5534.50	Subs 2008 -
1598.60	Distribution -		
105.40	Gen. o/heads 2008 -		
Tfr to Accumulated Fund			
-7971.45	Tfr DB to Acc.Fund -	-5534.50	Tfr CR to Acc. Fund -
<u>.00</u>	(Subtotal) .00	<u>.00</u>	(Subtotal) .00

WIP NOT YET ASSIGNED

Provisionals 2009

168.30	O/heads 2009	168.30	5101.50	Subscriptions 2009	5142.50
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Provisionals 2010

103.12	O/heads 2010	103.12	5019.55	Subscriptions 2010	5060.55
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Provisionals 2011

71.99	O/heads 2011	71.99	4766.30	Subscriptions 2011	4827.80
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Provisionals 2012

92.81	O/heads 2012	92.81	4555.00	Subscriptions 2012	4657.50
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Provisionals 2013

85.68	O/heads 2013	85.68	4341.00	Subscriptions 2013	4505.00
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Provisionals 2014

-	O/heads 2014	150.31	2409.50	Subscriptions 2014	4099.00
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Provisionals 2015

-	Subscriptions 2015	2060.00
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<u>521.90</u>	(Subtotal)	<u>672.21</u>	<u>26192.85</u>	(Subtotal)	<u>30352.35</u>
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ASSETS AND LIABILITIES

ASSETS

137352.89	Bank Accounts	141135.24
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LIABILITIES

318.79	Prepaid subs suspense	242.74
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Benefactions

48451.71	Martin Burr Legacy	45658.07
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<u>137874.79</u>	BALANCE SHEET DB	<u>141807.45</u>	<u>74963.35</u>	BALANCE SHEET CR	<u>76253.16</u>
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REPRESENTING

62467.95	Acc. Fund b/f	62911.44
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443.49	Transfer to Acc. Fund	2642.85
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62911.44	Accumulated Fund c/f	65554.29
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<u>62911.44</u>	NETT ASSETS	<u>65554.29</u>
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CASH MOVEMENTS

<i>2013</i>		2014	<i>2013</i>		2014
62.02	Postage & telephone	83.32	5571.73	Subscriptions	4167.89
23.66	Stationery etc	11.99			
-	Nett cost of lunch	40.00			
-	Sundries	15.00	677.35	Bank Interest	681.71
			-	Income Tax	432.90
				Repayments	
6267.45	Main Series Printing	-	2201.71	Benefactions	-2793.64
1598.60	Main Series Distribution	-	2117.21	Royalties	1843.68
37.51	Back issue costs	55.70			
-	Subsidia - Printing & Editing	500.00	3.31	Sundries	155.82
7989.24	(Subtotal)	706.01	10571.31	(Subtotal)	4488.36
	Postings Contra			Postings contra	
-37.51	Accumulated Funds	-555.70	-2917.95	Accumulated Funds	-3198.55
-7866.05	Wip Publication Costs	-	-5503.50	Wip Revenue Accounts	-4159.50
-85.68	Wip Overhead Accounts	-150.31	-2149.86	Liabilities	2869.69
.00	(Subtotal)	.00	.00	(Subtotal)	.00

Signed on behalf of all the trustees :

<i>(signed)</i> M.B.Moreton <i>Honorary Treasurer</i>	<i>Date:</i> 19 March 2015
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Independent examiner's report on the accounts for the period 1 January 2014 to 31 December 2014

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.

No explanations or clarifications were requested of the Treasurer as all evidence provided enabled satisfactory completion of my 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> 21 March 2015
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The object of the Society is the advancement of religion and to educate the public in religious knowledge in particular by undertaking liturgical study and research and publishing the useful results thereof; in furtherance of these objects but no further or otherwise:

(a) to print and publish facsimiles documents rare editions and manuscripts and such other works as may be deemed desirable;

(b) to promote lectures and meetings;

(c) to acquire receive and administer any copyrights and rights in the nature of copyrights relating to the foregoing objects.