



Henry Bradshaw Society

Annual Reports for 2020

ANNUAL MEETING
30 April 2021

Henry Bradshaw Society

Registered UK Charity no. 278781

www.henrybradshawsociety.org

President

Professor Henry Mayr-Harting

Vice-Presidents

Professor Calvin M. Bower

Professor David Ganz

Professor Helmut Gneuss

Miss Barbara Harvey

Professor Michael Lapidge

Rev. Dr Anthony Ward SM

Chairman of Council

Professor Susan Rankin

Emmanuel College, Cambridge CB2 3AP

email: skr1000@cam.ac.uk

General Secretary

Dr Nicolas Bell

The Library, Trinity College, Cambridge, CB2 1TQ

email: njb25@cam.ac.uk

Publications Secretary

Professor Rosalind Love

Department of Anglo-Saxon, Norse and Celtic, University of Cambridge

9 West Road, Cambridge CB3 9DP

email: rcl10@cam.ac.uk

Treasurer

Dr Bernard Moreton

Beechurst, Glastonbury Road, West Pennard, Glastonbury BA6 8NH

email: hbs.treasurer@gmail.com

Publisher to the Society

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1. Notice of Annual Meeting

The one hundred and eighteenth Annual Meeting of the Society will be held on Friday 30 April 2020 at 2 p.m. As last year, the prevailing conditions mean that the meeting will be held online only, using Zoom. Members of the Society are invited to join the meeting using the link below:

[https://trin-cam-ac-uk.zoom.us/j/96200946545?
pwd=ODNFSDBLaWpRdE5yWTRXR3Yrd0lKQT09](https://trin-cam-ac-uk.zoom.us/j/96200946545?pwd=ODNFSDBLaWpRdE5yWTRXR3Yrd0lKQT09)

(Meeting ID: 962 0094 6545 Passcode: 757537)

The Annual Meeting will be followed by a meeting of the Society's Council, which members will also be welcome to observe should they wish. We regret that the lecture which has in recent years followed the AGM and Council meeting will again not take place this year, but we have every intention of resuming this practice at future meetings.

2. Agenda for Annual Meeting

1. ELECTION OF THE PRESIDENT

To consider the election of a President for 2021–22. Professor Henry Mayr-Harting was elected President of the Society in 2020 and is willing to stand for re-election.

2. APOLOGIES

To receive apologies for absence.

3. COMMEMORATIONS

4. MINUTES

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

5. STATEMENTS FROM THE CHAIR

6. REPORTS

To receive the Reports of the Secretary and Treasurer.

7. ACCOUNTS

To receive and accept the Accounts for 2020.

8. ELECTION OF THE ADMINISTRATIVE OFFICERS

To report that the Officers of the Council for 2020–21 elected by the 2020 Annual Meeting were as follows:

Chairman Professor Susan Rankin

General Secretary Dr Nicolas Bell

Publications Secretary Professor Rosalind Love

Treasurer Dr Bernard Moreton

To consider the election of Officers for 2021–22.

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 2018, to serve until 2021*: Professor Katy Cubitt, Professor Sarah Hamilton, Dr David Pelteret, Professor Tessa Webber

(b) *elected 2019, to serve until 2022*: Dr Eleanor Giraud, the Rev'd Dr Michael Lang, Professor Nigel Morgan, Dr Alan Thacker

(c) *elected 2020, to serve until 2023*: Dr Jesse Billett, Dr Daniel DiCenso, Dr Helen Gittos, Dr Frank Lawrence, Dr Henry Parkes

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 Thursday 29 April 2021.)

10. ELECTION OF ACCOUNTS EXAMINER

To report that the Annual Meeting of 2020 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 2021.

11. ANNUAL MEETING 2022

To consider the date, location and format of the one hundred and nineteenth Annual Meeting.

12. ANY OTHER BUSINESS

3. Minutes of the one hundred and seventeenth Annual Meeting, Friday 15 May 2020.

The one hundred and seventeenth Annual Meeting of the Society was held on Friday 15 May 2020 at 2 p.m. In view of the Covid-19 pandemic, the meeting took place online, via Zoom. Those present were Professor Henry Mayr-Harting (President), Dr Nicolas Bell (General Secretary), Dr Jesse Billett, Mr Patrick Clinton, Professor Katy Cubitt, Dr Daniel DiCenso, Professor David Ganz, Professor Barbara Hagg-Huglo, Professor Sarah Hamilton, the Rev'd Dr Michael Lang, Professor Rosalind Love (Publications Secretary), Dr Bernard Moreton (Treasurer), Dr Henry Parkes, Professor Susan Rankin (Chairman of the Council), the Rev'd Dr Bruce Ritchie, Deacon James Scheer, Dr Alan Thacker and Professor Tessa Webber.

1. Professor Mayr-Harting was re-elected as President for the year 2020-21.
2. Apologies were received from Dr Eleanor Giraud, Dr Helen Gittos, Professor Helmut Gneuss (Vice-President), Mr Christopher Hodkinson, Professor Michael Lapidge (Vice-President), Professor Nigel Morgan, Dr David Pelteret, the Rev'd Canon Dr John Toy, Fr Anthony Ward SM and the Rev'd Michael G. Witzak SLD.
3. The minutes of the one hundred and sixteenth meeting were received as an accurate record and signed by the Chairman of Council.
4. The President recorded his thanks for the work undertaken by the officers over the past year.
5. The General Secretary and Treasurer presented their reports, and the Treasurer circulated Book Reports for 2019.
6. The Treasurer presented the Accounts, which had been examined by the Independent Examiner. The meeting accepted and formally approved the accounts. The Treasurer was thanked for his work in preparing them. It was agreed that the Secretary would write to Mr Patrick Clinton to thank him for his work in examining the accounts, and would file the accounts with the Charity Commission. Professor Ganz then agreed to leave the meeting.
7. The meeting voted unanimously to elect Professor Ganz as Vice-President of the Society. Professor Ganz returned.
8. The meeting voted unanimously that the Officers of the Council for the year 2020–21 should be as follows:
 - Chairman* Professor Susan Rankin
 - General Secretary* Dr Nicolas Bell
 - Publications Secretary* Dr Rosalind Love
 - Treasurer* Dr Bernard Moreton
9. The meeting considered the membership of the Council. The terms of appointment of Dr Daniel DiCenso, Dr Helen Gittos, Professor David Ganz, Dr Frank Lawrence and Dr Henry Parkes expired at this meeting. All had expressed a willingness to serve for a further period of three years, with the exception of Professor Ganz, whose election as Vice-President would nevertheless ensure his continued support of the Society. A nomination had been received from Professor Webber for Dr Jesse Billett to be appointed to the Council. Dr Billett, Dr DiCenso, Dr Gittos, Dr Lawrence and Dr Parkes were accordingly elected to the Council, to serve for a period of three years until the Annual Meeting of 2023.

10. The meeting considered the appointment of an Independent Examiner of the Accounts for 2020. The Treasurer reported that Mr Patrick Clinton had offered to serve in this capacity once again, and the meeting agreed unanimously to accept his kind offer.

11. It was agreed that the one hundred and eighteenth Annual Meeting would be held in Cambridge on Friday 30 April 2021 at 2 p.m.

12. The meeting ended at 2.30 p.m.

4. Secretary's Report for 2020

The work of the Henry Bradshaw Society over the past year has been hampered in various ways by the Covid-19 pandemic. All of the editors of our publications depend on regular access to research libraries in order to pursue their work, and the closures during lockdowns have led to inevitable delays in some forthcoming volumes. However, we hope to publish several further volumes in the next two or three years. Meanwhile the pandemic has had an unexpectedly positive effect on attendance at the seminars on the history of liturgy sponsored by the Society at the Institute of Historical Research: by moving the meetings online, the organisers have attracted a very international audience (as well as international speakers), and the numbers attending have increased from the 20-30 who were able to fit into the meeting-room previously to more than 100.

In the course of the past year the Society welcomed eight new members: Mr Mark Barber (Banbury), Mr Michael Mcfarland Campbell (Cúil an tSúdaire, Ireland), Mr William Ellis (Whitby), Fr Henry Everett (London), Mr Anthony Harris (Newbury), Dr Tillmann Lohse (Havelberg, Germany), Mr Graham Mather (London) and Mr Rodrigo Miranda (St John's, Canada). We are sorry to record the death of our member Mr Richard Emms.

Nicolas Bell
Hon. General Secretary
23 April 2021

5 Treasurer's Report for 2020

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 2021.

The finances of the Society remain healthy, despite the continuing low interest rates, and well-prepared to fund the volumes in preparation.

Bernard Moreton
Honorary Treasurer
25 January 2021

BALANCE SHEET

VOLUMES IN PROGRESS

Vol 124: Martyrology of the Schottenkloster

Actual costs		Revenue	
2592.00	Printing	5336.00	4695.50 Subs 2015
	- Distribution	1530.70	- Subsidies 2015
104.44	General o/heads 2015	104.44	
Provisionals			
2592.00	Printing (provisional)	-	
1510.00	Distribution (prov)	-	
Tfr to Accumulated Fund			
	- Tfr DB to Acc. Fund	-6971.14	- Tfr CR to Acc. Fund
			-5947.90
<u>6798.44</u>	(Subtotal)	<u>0.00</u>	<u>4695.50</u> (Subtotal)
			<u>0.00</u>

WIP NOT YET ASSIGNED

Provisionals 2016			
91.16	O/heads 2016	91.16	4528.50 Subscriptions 2016
			4569.50
Provisionals 2017			
260.24	O/heads 2017	260.24	4369.70 Subscriptions 2017
			4431.20
Provisionals 2018			
148.39	O/heads 2018	148.39	4330.50 Subscriptions 2018
			4433.00
Provisionals 2019			
161.45	O/heads 2019	161.45	3995.00 Subscriptions 2019
			4220.50
Provisionals 2020			
	- O/heads 2020	220.77	2107.50 Subscriptions 2020
			4104.50
Provisionals 2021			
			- Subscriptions 2021
			2446.50
<u>661.24</u>	(Subtotal)	<u>882.01</u>	<u>19331.20</u> (Subtotal)
			<u>24205.20</u>

ASSETS AND LIABILITIES

ASSETS

152471.04 Current Bank 157806.22
Accounts

LIABILITIES

419.71 Prepaid subs suspense 304.27
4102.00 WIP accruals -
Benefactions
45727.33 Martin Burr Legacy 46064.89

159930.72 **BALANCE SHEET** 158688.23
DB

74275.74 **BALANCE SHEET** 70574.36
CR

85654.98 **NETT ASSETS** 88113.87

REPRESENTING

83229.76	Acc. Fund b/f	85654.98
2425.22	Transfer to Acc. Fund	2458.89
85654.98	Acc. Fund c/f	88113.87

CASH MOVEMENTS

2019	2020	2019	2020
27.92 Postage & telephone	14.10	4263.98 Subscriptions	4766.79
24.93 Stationery, Internet, etc	21.93		
184.01 Capital Overheads	-		
60.00 Bank Charges	60.00	799.17 Bank Interest	1156.38
600.00 Benefactions - Expenditure	-	199.14 Income Tax Repayments	163.08
2592.00 Main Series Printing	2744.00	- Publications Grants	1252.40
- Main Series Distribution	1530.70	1848.33 Royalties	2525.77
- Back issue costs	36.00		
48.60 Warehousing	124.74	- Sundries	2.23
<u>3537.46 (Subtotal)</u>	<u>4531.47</u>	<u>7110.62 (Subtotal)</u>	<u>9866.65</u>
Postings Contra		Postings contra	
-232.61 Accumulated Funds	-160.74	-2848.91 Accumulated Funds	-3855.69
-2592.00 Wip Publication Costs	-4274.70	-4077.50 Wip Revenue Accounts	-6126.40
-112.85 Wip Overhead Accounts	-96.03		
-600.00 Assets/Liabilities	-	-184.21 Assets/Liabilities	115.44
<u>0.00 (Totals)</u>	<u>0.00</u>	<u>0.00 (Totals)</u>	<u>0.00</u>

Signed on behalf of all the trustees :

<i>(signed)</i> M.B.Moreton <i>Honorary Treasurer</i>	<i>Date:</i> 25 January 2021
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Independent examiner's report on the accounts for the period 1 January 2020 to 31 December 2020.

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.

My queries and clarifications were resolved by the Treasurer and 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> 27 Jan 2021
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'Statement on Reserves, approved by Council at its meeting on 26 April 2016

The Society holds no permanent endowment, and all its funds are expendable. Trustees regularly review the level of reserves required to meet the Charity's commitments to subscribers, for subscriptions received, and to editors, for volumes in various stages of preparation, and consider the consequences of a major reduction in income or increase in expenditure. Since the Society has generally issued publications in arrears to members paying subscriptions, it has been protected from the risk of amounting debts by allowing major expenditure only to follow accrual of income. The Trustees consider this policy to be sufficiently prudent in the circumstances.

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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.

