

The Old Edinburgh Club
Trustees' Report and Accounts for the year ended 30 June 2020
Scottish Charity Number SC006177

Contact name and address

Dr John N. Amoore, 21 Clerwood Loan, Edinburgh, EH12 8PY

Trustees

The Old Edinburgh Club (Club) is managed by a Council of paid-up members of the Club, consisting of the following office-bearers (the President, Vice President(s), Secretary, Treasurer, Programme Secretary, Membership Secretary, Minutes Secretary, Editor and Publicity Officer) and up to nine Ordinary Members.

The members of Council are the trustees for the purposes of charity law. At the date of approval of this report they were:

President	Rev W Peter Graham
Vice President	Dr Edward Duvall
Treasurer	Mr Mike Harrison
Secretary & Minutes Secretary	Dr John N Amoore
Membership Secretary	Mr Jerry Ozaniec
Programme Secretary	Professor Richard G Rodger
Publicity Officer	Mrs Pat Jones
BOEC: Editor	Dr Wilson Smith
Immediate past Editor	Professor Robert J Morris
Ordinary Council Members	Ms Asma Khan, Dr Diana Leat, Dr Neil MacGillvray, Ms Alison Macdonald (all elected at the AGM on 25 th September 2019); Mr Steven M Robb (elected at the 2018 AGM)

The above were members of Council throughout the period from the start of the year reported on to the date of approval of this report, except for Dr John Amoore, who was co-opted to the Council on 29th October 2019.

Governing document

The Club is a charitable unincorporated association with a constitution that sets out its purposes and administration arrangements. The constitution was last revised in September 2014.

Recruitment and appointment of trustees

The trustees (members of Council) are elected by and from the Club's membership at the Annual General Meeting, but the trustees do also have the power to co-opt additional trustees and have chosen to exercise that power. The office-bearers are elected annually. The President and Vice President(s) hold office for no more than three years. Ordinary Council Members are elected for three years: normally three of them retire annually by rotation and are not eligible for re-election as Ordinary Council Members for one year. New trustees have their duties explained to them in full and are given a copy of OSCR's Guidance for Charity Trustees.

Charitable purposes

The purposes of the Club, as set out in its constitution, are the study of all aspects of the history of Edinburgh, and the promotion and encouragement of interest in Edinburgh by means of lectures, visits, publications and appropriate activities for public benefit.

Activities and achievements

Background note - Covid-19 pandemic: Imposed from the second half of March 2020, restrictions to assemblies and movement were required to control and suppress the Covid-19 pandemic. These restrictions, with some relaxations, are likely to continue for the rest of 2020. Fortunately, we were able to hold the last of the 2019/2020 monthly meetings in mid-March before the restrictions were imposed. Meetings of Council since then have been conducted on-line, and the pandemic restrictions will cause the AGM to be held on-line. The pandemic and its control-restrictions are expected to prevent the normal running of the 2020/2021 programme of monthly meetings. Council has been considering how best to maintain the programme, envisaging that on-line presentations may be required.

In 2019-2020 the Council met six times for ongoing and routine business. At each meeting, the Council received reports on Finance (Mr Harrison), Membership (Mr Ozaniec), the Programme of Lectures (Professor Rodger), Publications (Professor Morris and Dr Smith) and Publicity & IT (Mrs Jones).

The active membership for 2019/2020 were 210 full and 81 joint members (372 members). In 2018-2019 the Club had 222 full and 96 joint members (414 members).

In 2019 documents were lodged with Edinburgh Central Library for archiving. This was not possible in 2020 because of the restrictions imposed by the Covid-19 coronavirus. Once restrictions are lifted it is intended to request that the following documents are archived by the Council:

- (a) Annual Report for 2018-2019
- (b) Lecture programmes for 2018-2019 and 2019-2020
- (c) Minutes of Council meetings from October 2018 to September 2019
- (d) Minute of AGM held on 26 September 2019
- (e) Volume 15 of the *Book of the Old Edinburgh Club*

During 2019-2020 the Club held its usual series of well-attended winter lectures, with the December event again taking the form of a Members' Evening and Social with a talk on "Edinburgh Homes for Heroes". Andy Mitchell kicked off the series in October 2019 with "The World's First Football Club – Edinburgh 1824". In November Bob Morris presented "The Saving of John Knox House". David Todd described "Music and Theatre in 18th Century Edinburgh" in January 2020 followed, in February, by Robert Anderson showing how Edinburgh University celebrated its Tercentenary in 1884. At the final meeting on 11th March 2020 Tom Addyman and Phil Karsgaard presented "The Archaeology of Edinburgh.". This was less than 2 weeks before the imposition of movement restrictions to limit the spread of the Covid-19 coronavirus. These restrictions led to the cancellation of the normal programme of summer visits

Volume 15 of the *Book of the Old Edinburgh Club* was published and 89 copies distributed at the lecture on the 11th March 2020. Subsequent distribution to members was prevented by the Covid-19 restrictions, the books remaining in St Augustine's Church which was closed by the restrictions. To provide members with access to Volume 15 Dr Wilson Smith and Mr Jerry Ozaniec organized a limited duration access to a digital copy of Volume 15. This was taken up by 69 members; the relatively low uptake suggests that many members preferred to wait until the printed Volume becomes available.

Plans are in hand for the publication of volume 16 in 2021.

It is worth repeating that in 2019 all volumes of the Old Series of the Book of the Old Edinburgh Club were digitised by Edinburgh University Library's Digital Imaging Unit. These are readily accessed through the Club's website and, with the assistance of the lists of contents of the volumes in both old and new series and the indexes (for all volumes in the Old Series and for volumes 1-5 in the New), provide an invaluable source for all seeking information about many aspects of Edinburgh's history.

Dr Joe Rock continues to work with the Dean of Guild papers held in the City Archives. His aim is to provide an annotated catalogue of all the material available for the period from 1700 to 1824. At present records for the years 1700 to 1710, 1727 and 1746 to 1824 are available to view online. Dr Rock is currently working on material from 1711 and has still to record the contents of ten boxes of material. There are gaps in the collection, principally for the period from 1728 to 1741 for which very few documents have survived.

As previously reported the Council has provided financial support for the Edinburgh Southside Graveyard Project, which continues to be coordinated by Mr Alan McKinney, who also represents the Club's interests. The City of Edinburgh Council supports the Project. The Club currently retains a balance on behalf of the Project of £2100.

In 2017 the Council commissioned Dr Malcom Noble to compile a bibliography of historical publications on Edinburgh to be hosted on the OEC website. Compilation was completed in 2020, with plans being made as to how this will be made accessible. Members have been invited to test the Bibliography and Council is considering how to maintain the Bibliography to keep it up to date.

The Council's plans to award a prize for a piece of work on local history by an undergraduate or in a master's graduate dissertation were successful and the first prize awarded to Ms Charlotte Bowers, MSc student, University of Edinburgh. The prize was awarded for her History dissertation: "Men who loved their fellow mortals: Blood donor recruitment, identity and motivation in Edinburgh, 1930-1939". She received her MSc in History in November 2019. The President announced her award at the monthly meeting on 12th February 2020. It is planned to include an article by Ms Bowers based on her thesis in Volume 16 of the BOEC.

The Club has a profile on both Facebook (managed by Mr Jerry Ozaniec) and on Twitter (managed by Dr Lyndsay Levy). On Facebook (<https://www.facebook.com/OldEdinburghClub>) the Club has 1740 'Likes' and 1820 'Follows' and on Twitter (@OldEdinClub) over 1230 followers. Dr Levy has relinquished her role after 7 years of service and was thanked for her important contribution to the Club. A successor is being sought. The account tweets details of the Club's meetings and events along with other historical/archaeological news of local interest. To maintain interest, postings include wider Scottish historical news and pictures of Edinburgh buildings and street views. It is hoped that this may be a means of recruiting new members to the Club.

The Club has a website (www.olderedinburghclub.org.uk/) which is regularly updated and the Council is seeking ways to promote more widely the aims of the Club and to attract new members.

Financial review

The club's finances are in a generally stable state. Our main income is from subscriptions which come in during October. Most are paid by standing order and most come with gift aid in addition. The principal item of expenditure is the printing and distribution of the Book.

The income this year is boosted by the claim of gift aid for four previous years. This has given us an additional £3500. These claims are now up-to-date.

We are a small independent organisation and do not receive any funding or support from any other body, yet we are still able to meet our aims. Should there be a major project that we would wish to undertake we have funds that can be used but would then probably need to raise the subscription.

Reserves

The Reserves Policy agreed by the Council is that an appropriate level of reserves would be £15,000, on the grounds that such a reserve would provide the immediate funds to produce and distribute a volume of *Book of the Old Edinburgh Club*, as well as meeting the immediate costs of running the Club with the subsequent balance covering any unforeseen contingencies.

The Club's unrestricted funds, which are the free reserves, were at the year-end £22,945. The funds are used in furtherance of the Club's charitable activities, including expenditure relating to the *Book of the Old Edinburgh Club*.

Risk management

The trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the Club. The trustees have taken out suitable insurance and are satisfied that systems are in place to mitigate exposure to the major risks.

In response to a communication from OSCR to all Scottish charities, reminding them of the need to have appropriate safeguarding policies, procedures and practices in place and also of the need to identify and report "notifiable incidents", should they occur, the Council agreed that there was no immediate requirement for safeguarding procedures to be in place and that all members of Council should be aware of the nature of notifiable incidents.

Plans for the future

The Club will continue its work into the study of the history of Edinburgh and will continue to forge links with local history societies.

Acknowledgement

The trustees express their gratitude to the Lord Provost and Council of the City of Edinburgh, Patrons of the Club, for hosting the Club's Annual General Meeting in the City Chambers.

Approved by the trustees on 01 September 2020 and signed on their behalf



W Peter Graham

Trustee, President, The Old Edinburgh Club

Statement of Receipts and Payments

	Note	2019-20 Unrestricted Funds	2019-20 Restricted Funds	2019-20 Total	2018-19 Total
		£	£	£	£
Receipts					
Voluntary income	2	11,079	-	11,079	8,234
Bank interest		81	-	81	168
Receipts from charitable activities	3	417	-	417	1,005
Total receipts		11,577	-	11,577	9,407
Payments					
Payments for charitable activities	4	9,503	-	9,503	13,640
Independent examination		250	-	250	260
Council meetings		396	-	396	141
Total payments		10,149	-	10,149	14,041
Surplus/(Deficit) for year		1,428	-	1,428	(4,634)

Statement of Balances

	2019-20 Unrestricted Funds	2019-20 Restricted Funds	2019-20 Total	2018-19 Total
	£	£	£	£
Bank and cash balances				
Balance at start of year	20,517	3,100	23,617	28,251
Surplus/(Deficit) for year	1,428	-	1,428	(4,634)
Balance at end of year	21,945	3,100	25,045	23,617

	1	Cost	Value 2019-20	Value 2018-19
		£	£	£
Fixed assets				
Projector Screen		121	91	-
Projector 2013		-	-	-
Projector 2018		994	249	497
Total		1,469	339	497

		8	2018-19 £
Other assets			
Gift Aid: tax reclaimable	8		1,212

The additional notes following form an integral part of these accounts.

Approved by the Council on 01 September 2020 and signed on its behalf by

Michael Harrison

W Peter Graham

Michael Harrison, Treasurer

W Peter Graham, President

Notes to the accounts

1 Fixed Assets

Equipment is valued using annual depreciation on a straight line basis to reduce the value to zero over four years, except that the projector obtained in 2013 is valued at zero for accounting purposes because it was donated second hand to the Club and is considered to have no resale value.

2 Voluntary Income

	2019-20 Unrestricted Funds	2019-20 Restricted Funds	2019-20 Total	2018-19 Total
	£	£	£	£
Membership subscriptions	6,498	-	6,498	7,311
Donations	18	-	18	50
Gift Aid (2016-20)	4,563	-	4,563	873
Total	11,079	-	11,079	8,234

3. Receipts from charitable activities.

	2019-20 Unrestricted Funds	2019-20 Restricted Funds	2019-20 Total	2018-19 Total
	£	£	£	£
Book of the Old Edinburgh Club: sales	205	-	205	335
Winter lecture guests	212	-	212	290
Summer visits	-	-	-	380
Total	417	-	417	1,005

4. Payments for charitable activities.

	2019-20 Unrestricted Funds	2019-20 Restricted Funds	2019-20 Total	2018-19 Total
	£	£	£	£
Book of the Old Edinburgh Club	7,175	-	7,175	6,868
Winter lectures: Speakers/Catering	221	-	221	225
Hire of Augustine Church	976	-	976	1,891
Summer visits	-	-	-	17
Digitising BOEC	-	-	-	3,436
Insurance	75	-	75	75
Print & Post	719	-	719	161
IT equipment	140	-	140	333
Website and publicity	-	-	-	529
Misc.	197	-	197	105
Total	9,503	-	9,503	13,640

5. Trustees and connected parties. No trustee and no person connected to a trustee received any remuneration or expenses during the year.

6. Fund transfers & balances

	at 2019-07-01	Incoming Resources	Transfers	Resources Expended	Transfers	at 2020-06-30
Unrestricted						
General	20,517	11,577		10,149	1,000	22,945
Restricted						
Index	1,000	-	-	-	(1,000)	-
Graveyard Fund	2,100	-	-	-	-	2,100
Total	23,617	11,577	-	10,149	-	25,045

The Index Fund arose from a donation to produce an index for the *Book of the Old Edinburgh Club*. This has now been used in the digitisation project.

The Graveyard Fund holds funds that relate to the Edinburgh Southside Graveyard Project to repair and restore gravestones.

7. Analysis of bank and cash balances at end of year

	2019-20 Unrestricted Funds £	2018-19 Total £
Bank current account	3,438	2,091
Bank savings account	21,607	21,526
PayPal account (now closed)	-	-
Cash in hand	-	-
Total	25,045	23,617

8. Gift Aid

Gift Aid 2016-20 has now been received.

Independent Examiner's Report to the Trustees of the Old Edinburgh Club

I report on the accounts of the charity for the year ended 30 June 2020 which are set out on pages 5 to 7

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 ("the 2005 Act") and the Charities Accounts (Scotland) Regulations 2006 (as amended) ("the 2006 Regulations). The charity trustees consider that the audit requirement of Regulation 10(1)(d) of the 2006 Regulations does not apply. It is my responsibility to examine the accounts under Section 44(1)(c) of the 2005 Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the 2006 Regulations. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustees concerning any such matters. 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 view given by the accounts.

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
 - (a) to keep accounting records in accordance with Section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Regulations, and
 - (b) to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Regulationshave not been met, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed

Date 17 July 2020



Stuart J Lockhart
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