

The English Ceramic Circle

Report and Accounts for the Year Ended 31st October, 2017



Registered Charity Number 1097063

**THE ENGLISH CERAMIC CIRCLE
ANNUAL REPORT AND FINANCIAL STATEMENTS
YEAR ENDED 31 OCTOBER 2017**

This report has been prepared in accordance with the Charity Commission's publication "Financial Reporting Standard for Smaller Entities" ("FRSSE") applicable to reporting periods beginning after 1st January 2015

1. REFERENCE AND ADMINISTRATIVE DETAILS

Charity Name: The English Ceramic Circle (also known as the "ECC")

Registered Charity Number: 1097063

Charity's Principal Postal Address: BM Box 7246, London WC1N 3XX.

Trustees

Charles Dawson - President

Patrick Hagglund - Editor of Transactions (resigned 27 November 2017)

Jonathan Gray - Meetings Secretary

Patricia Macleod - Membership Secretary

Stephen McManus - Librarian

Alan Walden - Treasurer

Jacqui Pearce

Rosemary Pemberton

Mary White (resigned 22 March 2017)

Ana Tims - Webmaster (resigned 20 September 2017)

Jo Marshall (co-opted 9 November 2017)

2. STRUCTURE, GOVERNANCE & MANAGEMENT

The Charity is an unincorporated association, governed by the Rules of The English Ceramic Circle ('The Rules'), which were revised at and took effect from the Annual General Meeting held on 19 March 2016. A copy of the Rules can be found on the Charity's website.

The Trustees of the Charity form the Committee of the English Ceramic Circle. The Committee comprises not more than fifteen members who are elected (for a term of not more than 3 years with the right to re-election) and two appointed members who are the Honorary Editor and the Honorary Librarian. The Committee has power to co-opt not more than three members, and a list of the current Trustees is set out above. During the year Mary White, Patrick Hagglund and Ana Tims stepped down as a Trustee and the Trustees wish to thank them for their contributions.

The Charity has no employees. The Accounts have been subject to Independent Examination as required by Part 8 of the Charities Act 2011.

3. A FINANCIAL REVIEW

Bankers : Natwest Bank plc

Independent Examiner: Mr John Beetwell

Financial Year: 1 November 2016 to 31 October 2017

The Circle incurred a deficit of £1,533 during the year (2015/16 - surplus of £7,824). Total income decreased by £40,142, principally because the visit to the United States undertaken in 2015/16 was not repeated and only one seminar was held as opposed to two in 2015/16.

Subscription income fell, but donations which included £1,000 from HSBC increased. Advertising income also increased marginally. The ECC is a registered charity and we encourage donations and bequests from both members and the public to enable the Circle's activities to continue.

Overall expenditure reduced by £30,786, principally owing to the trip to the USA not being repeated. Despite the extensive use of email, the introduction of two Newsletters and the circulation of a questionnaire to members resulted in an increase in mailing costs. Also a stand was taken at the "Antiques for Everyone" fair at the NEC at a cost of £2,342. Seminar costs declined following the holding of only one seminar. An increase in mailing costs is anticipated next year and the Committee would encourage any member who has not already done so to please supply us with an email address.

4. OBJECTIVES, ACTIVITIES & ACHIEVEMENTS

The Objectives of the Charity, as defined in section 2 of The Rules, are:

- a)** To advance the public knowledge and appreciation of ceramics and enamels manufactured, decorated, or used in the British Isles.
- b)** To promote research and study in all matters relating to ceramics and enamels manufactured, decorated, or used in the British Isles and to disseminate the useful knowledge gained for the public benefit.

The Charity provides public benefit through its Transactions and other publications, which are available in a variety of libraries and also for sale to the public, and through its public meetings and seminars.

The English Ceramic Circle held seven meetings during the year at the lecture theatre at the Kensington Library, Hornton Street, Kensington, London. At these meetings, papers were presented on a wide variety of ceramic related topics. The Circle also held two evening lectures in the lecture theatre of Bonham's in Montpelier Street, London.

The Circle held a successful one day study day "Japanese Seminar - Influencies and Inspirations: 400 years of Japanese Porcelain" in November 2016 preceded by a tour of the Japanese galleries at the British Museum. A visit to a private collection was also arranged.

The Circle was invited by the organisers to stage an exhibition at the National Exhibition Centre in April 2017 as part of the four day "Antiques for Everyone" antique fair. During this exhibition talks were also given on ceramic subjects by a member and two members of the Committee. This activity raised the profile of the Circle and resulted in a number of new members being signed up during and since the fair, but the income from these additional members will not be reflected in the accounts until next year.

The Circle maintains a printing reserve to cover the anticipated costs of printing the papers delivered to members but not yet published. An additional provision was made this year to cover the net cost of publishing the papers given at the Japan seminar, and the total reserve at year end stood at £21,500 (2016 £18,500). All other reserves totalling £52,459 (2016 £53,991) are available to finance the Circle's activities

Regular Publications

The English Ceramic Circle publishes an annual publication, The Transactions of the English Ceramic Circle together with two newsletters. Members are also advised by email of significant events in the ceramic world, such as exhibitions, auctions and seminars.

Some 80 years of Transactions are now available online in searchable digitised form. The searches allow subscribers to find articles and references of interest almost immediately. Apart from a nominal registration fee this archive is made available free for ECC members and is available to members of the public for a fee designed to recover website costs. ECC members all around the world have signed up and a small income was also earned from public access to the archive. It is intended to upgrade the Website during the next few months.

The Circle maintains a library of ceramic publications and literature to which members have access and which, in most cases, is available on loan to members for short periods.

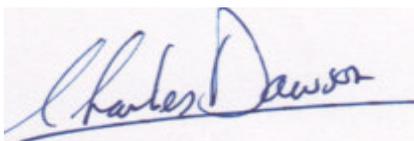
Membership

The Circle offers annual subscription membership which entitles Members to receive the annual Transactions two newsletters and sometimes (at the discretion of the Committee) other publications without further charge. Membership is offered to individuals, joint membership to two individuals at the same address, and Institutional Membership. The latter category entitles Institutions to send any nominated individual to meetings organised by ECC.

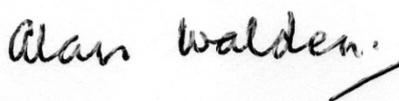
For the first time for many years, membership numbers increased during the year. The majority of UK individual members gift aid their subscriptions and the committee urges any UK tax payer who has not done so to consider this valuable addition to the Circle's income.

	Single	Dual	Institutional	Total	Last Year
UK members	241	95	17	353	340
Europe	9	0	10	19	20
USA and Canada	54	7	23	84	87
Australia & New Zealand	16	6	1	23	26
Rest of World	5	0	0	5	3
	<u>325</u>	<u>108</u>	<u>51</u>	<u>484</u>	<u>476</u>

On behalf of the Trustees



Charles Dawson
President



Alan Walden
Treasurer

17th February, 2018

**Statement of Financial Activities
for the Year Ended 31st October 2017**

INCOMING RESOURCES	£	2016-17		£	2015-16		£
Voluntary Income							
Subscriptions		18,729			19,415		
Gift Aid reclaimed		2,700			2,892		
Donations		<u>1,144</u>	22,573		<u>566</u>	22,873	
Investment Income							
Bank Interest			612			293	
Income from Charitable Activities							
Publication Sales		753			218		
USA visit		-			35,686		
Seminar income		4,023			9,362		
Advertising income		2,803			2,443		
Other income		<u>428</u>	8,007		<u>459</u>	48,168	
Total Incoming Resources			<u>31,192</u>			<u>71,334</u>	
RESOURCES EXPENDED							
Costs of Charitable Activities							
Publication Costs	15,648			18,815			
Addition (-Release) to (from) Printing Reserve	<u>3,000</u>	18,648		<u>-</u>	18,815		
Mailings and Postage		1,543			893		
Meetings		2,630			2,417		
Website and computer expenses		1,174			1,016		
Costs of USA visit		-			31,329		
Depreciation		-			-		
Seminar costs		5,770			8,829		
Stand at NEC fair		2,342			-		
Other Costs		<u>617</u>	32,724		<u>211</u>	63,510	
Total Resources Expended			<u>32,724</u>			<u>63,510</u>	
Net surplus /(deficit) for the year			(1,532)			7,824	
Unrestricted funds brought forward			53,991			46,167	
Unrestricted funds carried forward			<u>52,459</u>			<u>53,991</u>	

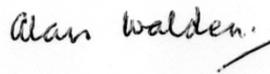
Balance Sheet at 31st October

	Notes	2017		2016	
		£	£	£	£
Fixed Assets					
Tangible Assets	2		-		-
Current Assets					
Debtors and Prepayments	3	2,408		4,632	
Cash at Natwest Bank		21,781		8,450	
Cash at CAF Bank		55,000		-	
Cash at Scottish Widows		-		65,187	
		<u>79,189</u>		<u>78,269</u>	
Current Liabilities					
Creditors and accruals	4	<u>5,230</u>		<u>5,778</u>	
Net Current Assets			73,959		72,491
Net Assets			<u>73,959</u>		<u>72,491</u>
 Represented by:					
Unrestricted Funds			52,459		53,991
Restricted Funds: Printing Reserve	1		21,500		18,500
			<u>73,959</u>		<u>72,491</u>

The Financial Statements were approved by the trustees and signed on their behalf by:



Charles Dawson (President)



Alan Walden (Treasurer)

**Notes to the Financial Statements
For the Year Ended 31st October, 2017**

1 ACCOUNTING POLICIES

(a) Basis of accounting

The financial statements have been prepared using the historic cost convention and in accordance with generally accepted accounting principles. The statements have been voluntarily compiled on an accruals basis to comply with the principle recommendations of the Charity Commission's publication "Financial Reporting Standard for Smaller Entities" [2015].

Income from Members' subscriptions, which entitles members to receive the annual Transactions publication and to attend both public and members' meetings, is recognised in the year in which those meetings take place.

Income from Gift Aid is accounted for in the financial year in which the refund claim is submitted. Income from publication grants, provided such grant is committed, is accounted for in the year in which the relevant publication costs are incurred.

The Circle holds stocks of past Transactions which it sells to the public and to members. Some of these publication are many years old and the trustees take the view that maintaining a stock recording system to maintain these relatively low valued stocks would not be justified. Accordingly, subject to the matters set out below, publication costs are expensed in the accounts in the year in which they are printed.

The Circle maintains a Printing Reserve to make allowance for the cost of unpublished Transactions, or supplements to Transactions, where the relevant papers have been presented by Members to the Circle but the printing not yet undertaken.

(b) Statutory Disclosures

During the year two committee members were reimbursed for travel and accommodation costs incurred on behalf of the Circle at a total cost of £285. No other trustee expenses were incurred.

(c) Depreciation

The Circle's computer and projection equipment is fully written down. It was depreciated on a straight line basis over its expected useful life, namely 3 years.

2	Tangible Fixed Assets	Computer, Software, and Projection Equipment
	Cost	£
	Opening balance at 1st November 2015	1,220
	Additions	
	Closing Balance at 31st October 2016	<u>1,220</u>
	Depreciation	
	Opening balance at 1st November 2015	1,220
	Charge for the year	-
	Closing Balance at 31st October 2016	<u>1,220</u>
	Net Book Value at 31st October 2016	<u>0</u>

3	Debtors and prepayments	As at 31st October:	2017	2016
	Amounts falling due within one year:		£	£
	Seminar costs paid in advance			1,468
	Advertising debtor		-	-
	Meetings expenses paid in advance		1,384	1,796
	Mailing and postage paid in advance		54	702
	Gift Aid claimed not received		-	-
	Website expenses paid in advance		380	416
	General expenses paid in advance		-	120
	Accrued bank interest receivable		590	130
			<u>2,408</u>	<u>4,632</u>

4	Creditors and accruals	As at 31st October:	2017	2016
			£	£
	Subscriptions received in advance		4,295	2,931
	Seminar receipts received in advance		935	2,692
	Archive sales received in advance		-	32
	Misc expenses		-	123
			<u>5,230</u>	<u>5,778</u>

**Independent Examiners' Report to the Trustees of
The English Ceramic Circle for the Year Ended 31st October, 2017**

I report on the accounts of the Trust for the year ended 31st October, 2017 which are set out on pages 5 to 8 :

Respective responsibilities of trustees and examiners

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for the current year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the 2011 Act);
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of independent examiners' report

My examination was carried out in accordance with the general Directions given by the Charity Commissioner. An examination includes a review of 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 seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiners' statement

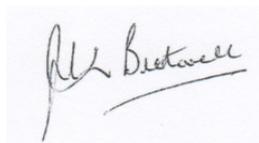
In connection with my examination, no matter has come to my attention which give me reasonable cause to believe that in any material respect the requirements:

- 1 to keep accounting records in accordance with section 130 of the 2011 Act; and
- 2 to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act.

have not been met

Nor has any matter come to my attention to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

John Beetwell
c/o BM Box 7246
London
WC1N 3XX



17th February, 2018