

The English Ceramic Circle

Report and Accounts for the Year Ended 31st October, 2018



Registered Charity Number 1097063

**THE ENGLISH CERAMIC CIRCLE
ANNUAL REPORT AND FINANCIAL STATEMENTS
YEAR ENDED 31 OCTOBER 2018**

This report has been prepared in accordance with the Charity Commission's publication "Financial Reporting Standard 102" ("FRS 102") and "Update Bulletin 1" applicable to reporting periods beginning on or after 1st January 2016

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

Jonathan Gray - Meetings Secretary

Patricia Macleod - Membership Secretary

Stephen McManus - Librarian

Alan Walden - Treasurer

Jacqui Pearce - Joint Editor of Transactions publication

Rosemary Pemberton

Jo Whitehead - Website manager

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) . The Committee has power to co-opt not more than three members, and a list of the current Trustees is set out above.

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

The Circle complies with the requirements of the EU General Data Protection Regulation. Data is held by only the Treasurer and the Membership Secretary and is used only to communicate matters of interest to members and to mail Transactions and Newsletters to them

3. A FINANCIAL REVIEW

Bankers : Natwest Bank plc

Independent Examiner: Mr John Beetwell

Financial Year: 1 November 2017 to 31 October 2018

The Circle incurred a deficit of £2,974 during the year (2016/17 - deficit of £1,532). Total income increased marginally by £914 with small differences being incurred under most income headings.

Subscription income fell by £226 and donations (which again included £1,000 from HSBC which matched last year) rose slightly. Advertising income fell by £348 and both other income and other expenditure was swollen by a trip to the reserve collection of Reading Museum.

Despite reserving £5,000 to publish the papers given at the Neoclassical seminar at the Houghton Ceramics Fair in 2016 and spending £6,000 on commissioning a new website, overall expenditure at £35,080 (2016/17 £32,724) increased by only £2,356. Seminar costs were down by £3,215, having been inflated last year by the holding of the seminar on Japanese Influencies and Inspirations. Mailing and postage costs reduced by £483 as the members' questionnaire undertaken last year was not repeated. There are still many members who prefer not to receive Newsletters and notices by email, and the Committee urges them to commit to email communications in order to reduce costs.

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.

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 Saturday meetings during the year, six in London and an all-day one in Cardiff. 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 all day study day in South Wales, including visits to National Museum of Wales National Collection Centre, Cyfarthfa Castle and Nantgarw House, the site of William Billingsley's porcelain manufactory. A seminar titled "White Gold" was also held at and in conjunction with the Museum of London Archaeology. This included six lectures on very early English factories and the opportunity to view shards from many of them. The day included a tour of Museum of London ceramic and glass collection. During the year a visit was also arranged to the private collection of a member

A further visit was organised to Reading Museum, including the reserve store and members were able to handle most of the pieces featured in Rodney Woolley's paper on 'Delftware at Reading Museum' published in Transactions 25 (2014). A surprise visitor on the day was Alan Caiger-Smith, a large collection of whose work is exhibited in the Atrium, and Alan spoke about the way he designs, decorates and fires his pieces.

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 anticipated net cost of publishing the papers given at the Neoclassical seminar held in 2016, and the total reserve at year end stood at £26,500 (2017 £21,500). All other reserves totalling £49,484 (2017 £52,459) 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. A new website has been commissioned and will be available shortly.

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

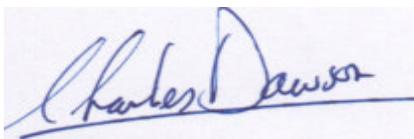
The Circle offers annual subscription membership which entitles Members to receive the annual Transactions two newsletters and sometimes (at the discretion of the Committee) other publications without further charge. Membership is offered to individuals, joint membership to two individuals at the same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

Payable membership subscription numbers decreased by 17 during the year, with the largest fall (11) being in members resident in North America. 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 doing this, thus providing valuable additional income to the Circle.

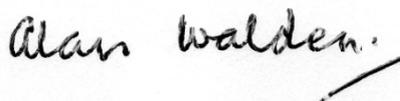
Membership numbers at 31 October 2018 were as follows:

	Single	Dual	Institutional	Total	Last Year
UK members	237	95	17	349	353
Europe	9	0	9	18	19
USA and Canada	48	4	21	73	84
Australia & New Zealand	15	6	1	22	23
Rest of World	5			5	5
	<u>314</u>	<u>105</u>	<u>48</u>	<u>467</u>	<u>484</u>

On behalf of the Trustees



Charles Dawson
President



Alan Walden
Treasurer

8th December 2018

**Statement of Financial Activities
for the Year Ended 31st October 2018**

INCOMING RESOURCES	£	2017-18		£	2016-17	
		£	£		£	£
Voluntary Income						
Subscriptions		18,955			18,729	
Gift Aid reclaimed		2,769			2,700	
Donations		1,168	22,892		1,144	22,573
Investment Income						
Bank Interest			834			612
Income from Charitable Activities						
Publication & archive sales		694			753	
Seminar income		4,148			4,023	
Advertising income		2,455			2,803	
Other income		1,083	8,380		428	8,007
Total Incoming Resources			32,106			31,192
RESOURCES EXPENDED						
Costs of Charitable Activities						
Publication Costs	15,297			15,648		
Addition (Release) to (from) Printing Reserve	5,000	20,297		3,000	18,648	
Mailings and Postage		1,159			1,543	
Meetings		3,086			2,630	
Website and computer expenses		6,965			1,174	
Depreciation		-			-	
Seminar costs		2,555			5,770	
Stand at NEC fair		-			2,342	
Other Costs		1,018	35,080		617	32,724
Total Resources Expended			35,080			32,724
Net surplus /(deficit) for the year			(2,974)			(1,532)
Unrestricted funds brought forward			52,459			53,991
Unrestricted funds carried forward			49,484			52,459

Balance Sheet at 31st October

		2018		2017	
	Notes	£	£	£	£
Fixed Assets					
Tangible Assets	2		-		-
Current Assets					
Debtors and Prepayments	3	3,148		2,408	
Cash at Natwest Bank		7,294		21,781	
Cash at CAF Bank		20,000		10,000	
CAF Bank bond		50,000		45,000	
		80,442		79,189	
Current Liabilities					
Creditors and accruals	4	4,458		5,230	
Net Current Assets			75,984	73,959	
Net Assets			75,984	73,959	

Represented by:

Unrestricted Funds		49,484	52,459
Restricted Funds: Printing Reserve	1	26,500	21,500
		75,984	73,959

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, 2018**

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 no committee members were reimbursed for travel and accommodation costs incurred on behalf of the Circle and 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 2017		1,220	
	Additions		-	
	Closing Balance at 31st October 2018		<u>1,220</u>	
	Depreciation			
	Opening balance at 1st November 2017		1,220	
	Charge for the year		-	
	Closing Balance at 31st October 2018		<u>1,220</u>	
	Net Book Value at 31st October 2018		<u>-</u>	
3	Debtors and prepayments	As at 31st October:	2,018	2,017
	Amounts falling due within one year:		£	£
	Meetings expenses paid in advance		1,816	1,384
	Mailing and postage paid in advance		54	54
	Gift Aid claimed not received		-	-
	Website expenses paid in advance		475	380
	General expenses paid in advance		-	-
	Accrued bank interest receivable		803	590
			<u>3,148</u>	<u>2,408</u>
4	Creditors and accruals	As at 31st October:	2,018	2,017
			£	£
	Subscriptions received in advance		3,477	4,295
	Seminar receipts received in advance		-	935
	Meetings expenses		224	
	Publication expenses		335	-
	Mailings and postage		339	-
	Website and PC expenses		18	
	Donations		65	
			<u>4,458</u>	<u>5,230</u>

**Independent Examiners' Report to the Trustees of
The English Ceramic Circle for the Year Ended 31st October, 2018**

I report on the accounts of the Trust for the year ended 31st October, 2018 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

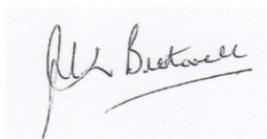
In connection with my examination, no matter has come to my attention which give me reasonable cause to believe that in any material respect the requirements:

- 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



14th January 2019

**Independent examiner's report to the trustees of
The English Ceramic Circle
For the year ended 31st October 2018**

I report to the trustees on my examination of the accounts of the English Ceramic Circle ("The Circle") for the year ended 31 October 2018.

Responsibilities and basis of report

As the charity trustees of the Circle you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Circle's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

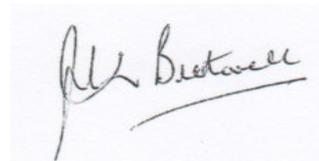
Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Society as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

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



14th January 2019