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Henry Bradshaw Society

Annual Reports for 2007

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ANNUAL MEETING  
17 April 2008



**Henry Bradshaw Society**  
*Registered UK Charity no. 278781*  
www.henrybradshawsociety.org

***President***

Dom Cuthbert Johnson OSB

***Vice-Presidents***

The Very Revd Professor Henry Chadwick  
The Revd Dr John Cowdrey  
Professor Helmut Gneuss  
Miss Barbara Harvey  
M. Michel Huglo  
The Revd Professor R. W. Pfaff

***Chairman of Council***

Professor Michael Lapidge  
Clare College, Cambridge CB2 1TL  
email: ML26@cam.ac.uk

***General Secretary***

Mr Peter Jackson  
5A Green Place, Oxford OX1 4RF  
email: Peter.Jackson14@btinternet.com

***Publications Secretary***

Dr 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 M. B. Moreton  
Waterloo House, High Street, Rolvenden, Cranbrook, Kent TN17 4LN  
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***Assistant Treasurer***

Mr Peter Jackson  
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## 1 Notice of Annual Meeting

The one hundred and fifth Annual Meeting of the Society will be held on Thursday 17 April 2008 at 2.00 p.m. in the Institute of Historical Research, University of London, Senate House, Malet Street, London WC1E 7HU.

The meeting will be preceded by a sandwich lunch at 1.15 p.m., to which all members attending the meeting are cordially invited.

## 2 Agenda for Annual Meeting

### 1. APOLOGIES

**To receive** apologies for absence.

### 2. COMMEMORATIONS

### 3. MINUTES

**To receive** the Minutes of the 2007 Annual Meeting.

### 4. STATEMENTS FROM THE CHAIR

### 5. REPORTS

**To receive** the Reports of the Secretary and Treasurer.

### 6. ELECTION OF THE PRESIDENT

**To report** that the Annual Meeting of 2007 elected Dom Cuthbert Johnson as President of the Society for 2007-08.

**To consider** the election of the President for 2008-09.

### 7. ELECTION OF THE ADMINISTRATIVE OFFICERS

**To report** that the Officers of the Council for 2007-08 elected by the 2007 Annual Meeting were as follows:

<i>Chairman</i>	Professor M. Lapidge
<i>General Secretary</i>	Mr P. Jackson
<i>Publications Secretary</i>	Dr Rosalind Love
<i>Treasurer</i>	Dr M. B. Moreton
<i>Assistant Treasurer</i>	Mr P. Jackson

**To consider** the election of Officers for 2008-09.

### 8. 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 2007, to serve until 2010*: Mr M. J. Burr, Professor N. J. Morgan, Mr N. Orchard.

(a) *elected 2006, to serve until 2009*: Dr Catherine Cubitt, Dr Alicia Corrêa, Professor Rosamond McKitterick, Professor Susan Rankin, Fr A. Ward.

(b) *elected 2005, to serve until 2008*: Dr N. Bell, Professor D. Ganz, Dom Cuthbert Johnson OSB (representing Quarr Abbey), Professor E. Roesner, Dr A. Thacker.

The additional members elected in 2005 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 Friday 11 April 2008.*)

9. ELECTION OF ACCOUNTS EXAMINER

**To report** that the Annual Meeting of 2007 resolved to invite Mr J. F. E. J. Cleggett to undertake the duties of Independent Accounts Examiner for the year, and that Mr Cleggett subsequently agreed.

**To consider** the appointment of the Independent Accounts Examiner for the year 2008.

10. ANNUAL MEETING 2009

**To consider** the date of the next Annual Meeting.

11. ANY OTHER BUSINESS

### 3 Minutes of the 2007 Annual Meeting

The one hundred and fourth Annual Meeting of the Society was held on 24 April 2007 in the Institute of Historical Research, Senate House, Malet Street, London.

**Present:** Miss Barbara Harvey (President, in the Chair), Dr N. Bell, Mr M. J. Burr, Dr Catherine Cubitt, Professor D. Ganz, Mr P. Jackson, Dom Cuthbert Johnson (representing Quarr Abbey), Professor M. Lapidge, Dr M. B. Moreton, Professor N. J. Morgan, Revd Canon J. Toy.

**Apologies** for absence were received from Dr J. H. E. Baker, Dr Virginia Brown, Dr Alicia Corrêa, Revd Dr H. E. J. Cowdrey, Professor J. Dyer, Mr R. Emms, Dr Y. Hen, Dr Ann Hutchison, Mr F. Lawrence, Dr Rosalind Love, Professor Rosamond McKitterick, Professor Susan Rankin, Dom Alcuin Reid, Dr Elizabeth Robinson, Professor E. Roesner, Professor W. Schipper, Dr A. Thacker, Fr A. Ward.

#### 1. MINUTES

The Minutes of the one hundred and third Annual Meeting were confirmed.

#### 2. COMMEMORATIONS

Commemoration was made of Professor David Chadd and Bishop Patrick Murphy.

#### 3. REPORTS

The Reports of the Secretary and Treasurer were adopted. The Meeting recorded a vote of thanks to these Officers, and to the Independent Accounts Examiner.

#### 4. STATEMENTS FROM THE CHAIR

The President confirmed her intention not to seek re-election, and expressed her appreciation of the honour of having been elected to the post annually since 1997. In reply the Treasurer expressed the Society's gratitude to the President for her distinguished chairmanship.

#### 5. ELECTION OF THE PRESIDENT

Dom Cuthbert Johnson was elected President for the year 2007-08.

#### 6. ELECTION OF OFFICERS

The following elections were made for 2007-08:

<i>Chairman of Council:</i>	Professor M. Lapidge
<i>General Secretary:</i>	Mr P. Jackson
<i>Publications Secretary:</i>	Dr Rosalind Love
<i>Treasurer:</i>	Dr M. B. Moreton
<i>Assistant Treasurer:</i>	Mr P. Jackson

#### 7. ELECTION OF COUNCIL

It was reported that Mr T. A. Heslop had expressed doubts as to the propriety of his standing for re-election to Council, as he was so rarely able to attend meetings.

After discussion, it was agreed that in order to be eligible for re-election, a member of Council would normally be expected to have attended at least one meeting in his or her period in office; and that members newly elected would be informed of this expectation upon election.

The following two members were re-elected to Council to serve until 2010, their previous terms having expired in 2007:

Mr M. J. Burr, Professor N. J. Morgan

The following was newly elected to Council, to serve until 2010:

Mr N. Orchard

The General Secretary was asked to convey to Mr Heslop the Society's thanks for his long period of service on Council, and in particular for the large contribution he had made to the revitalization of the Society's affairs in the 1980s.

#### 8. ELECTION OF ACCOUNTS EXAMINER

The Meeting resolved to invite Mr J. F. E. J. Cleggett to undertake the duties of Independent Accounts Examiner for the financial year 1 January-31 December 2007.

#### 8. ANNUAL GENERAL MEETING

The Meeting resolved that the next Annual Meeting of the Society be held on Thursday 17 April 2008.

## 4 Report of the Secretary

In April 2007 the Society's President, Miss Barbara Harvey, retired from her post after ten years' service. The Society owes a great debt to Miss Harvey for her efficient and good-humoured chairmanship of its annual meetings, and for her constant support and advocacy for the Society, not least to the academic community. It is hoped to confirm her election as an honorary vice-president at the annual meeting in April 2008.

In Miss Harvey's place the Council has elected as President Dom Cuthbert Johnson OSB, of Quarr Abbey. Fr Johnson has served on Council for several years and his edition of the 1738 *Missale Parisiense* (in collaboration with Fr Anthony Ward) will be known to many of our members.

On a sadder note, it is only recently that we learned that the Revd Brian Oman OGS, a long-time supporter of the Society, had died in April 2006 at the age of 91. A graduate of Queens' College, Cambridge, Fr Oman was ordained in 1938 and joined the Oratory of the Good Shepherd in the following year. He spent his life as a parish priest, latterly in Kings Sutton in the diocese of Peterborough, before retiring from the active ministry in 1988. He was a member of the Society from at least 1953 until shortly before his death, serving for many years on its Council and acting as Covenant Officer from 1988 to 1997.

Typescripts of two volumes are with the publisher and will appear as soon as may be: Dr Rebecca Rushforth's work on *Saints in English Kalendars before AD 1100* in the Main Series (vol. CXVII) and Dr John Toy's study *English Saints in the Medieval Liturgies of the Scandinavian Churches* in the *Subsidia* series. Other projects are in various stages of preparation; in particular, it is hoped that enough material will be found among the papers of the late Professor David Chadd to bring his work on insular monastic office antiphoners to completion. Plans to reprint a comprehensive back-run of the Society's Main Series publications are also advancing well; more news should be available at the annual meeting.

The *Annual Report* has for some time now been posted in electronic format only. As before, any members who wish to receive their own copy either in paper or as an email attachment are asked to inform the Secretary of this requirement (Peter.Jackson14@btinternet.com). Similarly, all members of the Society who have email addresses which they have not communicated to the Society, or which have changed since they last did so, are requested to pass these details to the Treasurer (hbs.treasurer@googlemail.com). Finally, members wishing to purchase available Main Series and *Subsidia* volumes at discounted prices are reminded that they should obtain the special Members' Order Form from the Secretary.

We are pleased to have welcomed the following into membership during 2007:

Mr Matthew Di Censeo (Cambridge), Mr John Hayward (London), Mr Anthony Jordan (Pontypridd), Mr Frank Lawrence (Oxford), Ms Laura Sole (Falstone, Northumberland) and The National Library of Norway.

**Peter Jackson**  
**General Secretary**

*20 March 2008*

## **5 Treasurer's report for 2006**

The Independently Examined Accounts are again presented in close correlation with a detailed set of Management Accounts. These will, as usual, be available at the Annual Meeting, together with a statement of income and expenditure by volume.

The finances of the Society remain healthy, and well-prepared to fund the volumes in preparation, in particular vol 117 in our main series, Dr Rebecca Rushforth's *Saints in English Kalendars before A.D. 1100*, and the next volume in the *Subsidia* series, Canon John Toy's *English Saints in the Medieval Liturgies of the Scandinavian Churches*. Both have been with the printers since early in January 2008, but no costings have yet been received on either volume.

Payments from members who do not have UK bank accounts are probably now most economically handled through the online payment page linked to the Society's web site. Payments from members with UK bank accounts are probably most economically handled either by old-fashioned cheque or by direct bank transfer. The membership number is the only reference needed.

**Bernard Moreton**  
**Honorary Treasurer**

*21 February 2008*



# THE HENRY BRADSHAW SOCIETY

## Statement of Financial Activities for the year ended 31 December, 2006

	Note	2007 £	2006 £
<b><u>Incoming resources</u></b>			
Subscriptions and Donations			
Subscriptions	2	5,199.38	5,291.77
Income tax recovered		382.25	450.60
Income from activities in furtherance of charitable objects			
Volume sales royalties		467.81	1,767.30
Investment income			
Bank interest		3,054.32	2,091.51
Other investment income		-	-
<b>Total incoming resources</b>		<b>9,103.76</b>	<b>9,601.18</b>
<b><u>Resources expended</u></b>			
Costs of generating funds			
Printing of volumes	3	5,139.50	5,029.50
Distribution of volumes		-	46.12
Back issue costs		-	-
Reprint programme		1,000.00	-
Management and administration			
Postage & Telephone		62.02	71.49
Stationery		18.06	21.64
Bank & CAF charges		20.81	19.57
Annual meeting		28.20	100.61
<b>Total resources expended</b>		<b>6,268.59</b>	<b>5,288.93</b>
<b>Net incoming/(outgoing) resources</b>		<b>2,851.87</b>	<b>4,312.25</b>
<b>Total funds brought forward</b>		<b>56,499.66</b>	<b>52,187.41</b>
<b>Total funds carried forward</b>		<b>59,334.83</b>	<b>56,499.66</b>

# THE HENRY BRADSHAW SOCIETY

## Balance Sheet as at 31 December, 2006

	Note	2007 £	2006 £
<b><u>Current assets</u></b>			
Volumes in preparation	4	-	-
Cash at bank and in hand		77,318.15	69,518.47
<b>Total current assets</b>		<b>77,318.15</b>	<b>69,518.47</b>
Creditors: amounts falling due within one year			
Prepaid subscriptions		2,772.70	2,956.14
Creditors and Accruals		16.70	8.25
Publication reserve	5	15,193.92	10,054.42
		17,983.32	13,018.81
<b>Net assets</b>		<b>59,334.83</b>	<b>56,499.66</b>
<b><u>Income funds</u></b>			
Unrestricted funds		59,334.83	56,499.66
<b>Total funds</b>		<b>59,334.83</b>	<b>56,499.66</b>

### Signed on behalf of all the trustees

<i>(signed)</i>	M B Moreton Honorary Treasurer	Date of approval	25 March 2008
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### Independent examiner's report on the accounts

To the officers of the Henry Bradshaw Society:

As the society's officers you are responsible for preparing the accounts; you consider that the audit and independent examination requirements of the Charities Act 1993 ("the Act") do not apply. My examination has therefore been carried out on a simplified basis designed to meet the requirements of rule 11 of the society's constitution. The procedures undertaken do not provide all the evidence that would be relied on in an audit or full examination under the procedures specified in the General Directions given by the Charity Commissioners under section 43(7)b of the Act. Consequently I neither express an audit opinion on the view given by the accounts nor report in accordance with the General Directions issued.

The society has elected to prepare accounts on an accruals basis consistent with the Financial Reporting Standard for Smaller Enterprises. However, income other than subscriptions has been accounted for on a cash received basis, contrary to the use of the accruals basis elsewhere in the accounts. In my opinion, all income should have been recorded on an accruals basis. I am unable to judge the full impact of this departure from the standard.

Subject to any adjustment required to reflect non-subscription income receivable by the society, in my opinion the accounts fairly reflect the state of the society's affairs at 31 December, 2007 and of its surplus for the year then ended.

<i>(signed)</i>	J F E J Cleggett FCCA, MAAT Independent examiner	Date	27 March 2008
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# THE HENRY BRADSHAW SOCIETY

## Notes to the Accounts for the year ended 31 December, 2007

### 1 Accounting policies

In preparing the accounts, attention has been paid to the Financial Reporting Standard for Smaller Enterprises (FRSSE), the statement of recommended practice on accounting by charities (SORP 2005) and the Charities Act 1993. The particular accounting policies adopted are described below.

#### a) Convention

The financial statements are prepared under the historical cost convention.

#### b) Investments

Investments held as current assets are stated at nominal value. No investments are currently held.

#### c) Stocks and work in progress

No valuation is attached to stocks in the society's balance sheet. The value of work in progress, less attributable subscriptions is reflected by the Volumes in preparation and Publications reserve accounts.

#### d) Income

Subscription income is recognised in the Society's accounts in the year that it falls due, but all other income is recognised when cash is received.

<b>2 Subscriptions</b>		2007	2006
		£	£
Receipts for the year		5,003.58	5,253.39
Add:	Opening prepayments	2,956.14	3,118.42
	CAF fees deducted from receipts	12.36	15.60
Less:	Closing prepayments	2,772.70	2,956.14
	Subscription refunds	-	139.50
	Fees netted against income	-	-
Subscription income		<u>5,199.38</u>	<u>5,291.77</u>

### 3 Printing Costs

Main series publications outlay (amount paid/provided)		-	-
Subsidia publications outlay (amount paid/provided)		-	-
Add:	Opening vols. in preparation	-	-
	Closing publications reserve	15,193.92	10,054.42
Less:	Closing vols. in preparation	-	-
	Opening publications reserve	10,054.42	5,024.92
		<u>5,139.50</u>	<u>5,029.50</u>

### 4 Volumes in Preparation

Vol. 117: Saints in English Kalendars before A.D. 1100		<u>-</u>	<u>-</u>
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### 5 Publications reserve

Subscriptions received:	2005	5,393.92	5,270.92
	2006	5,126.00	4,783.50
	2007	4,674.00	-
		<u>15,193.92</u>	<u>10,054.42</u>