

LONDON RECORD SOCIETY

**Minutes of the 53rd Annual General Meeting of the London Record Society
held at 5.45pm
on
Tuesday 18 September 2018
at
London Metropolitan Archives
40 Northampton Road, Clerkenwell EC1R 0HB**

Present: Professor Caroline Barron
Dr Robin Eagles
Professor Jerry White
Dr Helen Bradley
Dr Penny Tucker
Mrs Dudley Buchanan
Miss Sharon Tuff
Dr Robin Woolven

Hon Chairman
Joint Hon Gen Editor
Joint Hon Gen Editor
Hon Secretary
Hon Membership Secretary

and 7 members

1 **The Minutes** of the AGM held on **19 October 2017** were approved.

2 **Matters Arising** There were no matters arising.

3 **The Hon Treasurer's Report and Presentation of Accounts**

On behalf of the Hon Treasurer, Professor Caroline Barron presented the accounts for y/e December 2017. Dr David Lewis had reported as follows:

The finances of the Society remained stable in 2017, although the Society's income fell by £901, offset by some lower expenses.

The Society continues to receive an annual donation of £1,250 from the Scouloudi Trust fund, in support of historical publications.

Income from subscriptions (at £5,071) reflected a continuing trend of a reducing membership, subscription income being c. £600 lower than 2016. To address this decline, plus meet the increasing cost of book production, the subscription was increased from 2018.

Income from book sales remained comparable with 2016 at £1,855.

Publication of volume 52, *The London Diary of Anthony Heap*, was kindly subsidised. The total production cost of the volume was £11,167, off-set by subsidy from the Camden History Society (£2,000), an anonymous donor (£1,500), The Mark Fitch fund (£1,000) and The Isobel Thornley Bequest (£750), total £5,250. Net cost of the publication to the Society £5,917.

NB the cost of the volume in the income and expenditure account is reduced by £139 being the 'stock' volumes taken to the balance sheet at £1 each.

The cost of storage is now calculated on a different basis to earlier years, and is based on a 'per volume' charge rather than a 'per pallet' charge. This revision increases the cost of holding stock, and the Society is planning to reduce the number of volumes held to minimise this charge and also to realise the cash locked up in earlier titles.

The Society's reserves stand at £43,299 and the trustees consider these are sufficient for the Society to continue its activities for the next five years, allowing for any withdrawal of donations or the reduction in book sales.

Creditors held on the balance sheet represent subsidy received in advance for the publication of volume 53, together with 2018 subscriptions received in 2017.

Professor Barron drew attention to the importance of the continued support provided by the Scouloudi Trust. She emphasised the substantial income from book sales (which had overtaken subscriptions as the Society's main source of funds) as well as the vital part played by subsidies in the production of volume 52, *The London Diary of Anthony Heap*, ed Dr Robin Woolven. Professor Barron added that in view of increased storage costs, the Council had decided to carry stock of 10 to 20 copies of each volume rather than 50. Furthermore, current reserves would comfortably allow production of two volumes per year in pursuit of the Society's main objective of publishing edited texts of London documents.

Dr Stephen O'Connor proposed that the accounts be accepted, seconded by Dr Robin Woolven, and the accounts for y/e December 2017 were accepted.

4 **The Hon Secretary's and Membership Secretary's Report**

Dr Penny Tucker kindly read the report for the year October 2017-October 2018 on behalf of both Hon Secretaries:

Membership

As of 12 Aug 2018, subscription payments have been received for 219 members, viz. (end-of-year figures for 2017 added alongside for comparison):

	2018	2017
Institutional Members	110	118
Personal Members	109	119
Complimentary	8	8
<i>Total</i>	227	245

The 2017 end-of-year figures ended up being only slightly lower than those for 2016, but the trend remains downwards. This year there are 15 members who have not yet renewed, but in 5 cases, represented by a single agent, most if not all will probably renew.

Recruitment remains difficult, and any help in bringing the Society to the attention of those who might like to become members is greatly appreciated. On the positive side, the change of subscription rates did not affect renewals as greatly as it might have done, and it is very encouraging that so many members were willing to accept the need for an increase.

Direct Debit Payments

As announced at the 2017 AGM, the Society has now moved to a system of Direct Debit [DD] administered by GoCardless. The Society itself will not hold financial information on any of its members. For 2019, any member who wishes to pay by DD will need to cancel their Standing Order and set up the DD instead, but in subsequent years no action will be required (members will be notified when payment is due).

Details of how to complete a DD mandate, which is done online, will be supplied when subscriptions reminders are sent out (or members can at any time ask the Membership Secretary to set up and forward a link to their account). It is also possible to make one-off payments using this system. The DD can be cancelled at any time by notifying the Membership Secretary.

AGM and Council Meetings

Last year's AGM was held at Burgh House in Hampstead and was followed by a joint meeting of the London Record Society and the Camden History Society. A talk by Dr Robin Woolven provided an entertaining introduction to volume 52, *The Diaries of Anthony Heap*, the Society's volume for 2017. The Society is grateful to Burgh House and the Camden History Society for their generous help with organising the event. Reconstruction of the Society's website is still in progress after its move to a different website host. The full listing and description of volumes should soon be completed, along with the addition of reviews for the volumes and some visual material for the Home page.

The Council has developed a policy compliant with the new data protection legislation which came into force in May 2018, along the lines favoured by the Information Commissioner's Office. In addition, the Council has considered the Charity Commission's new guidance in a number of areas (specifically conflict of interest and particularly concerning the selection, qualification and induction of suitable trustees). In view of the escalating costs associated with storage of stock, the Council has again examined the likely benefit to the charity which would result from a sale of stock. The set-up costs and quality of Print on Demand (as opposed to traditional reprinting and stock holding) have also been subject to discussion.

Dr Tucker particularly mentioned that 231 members had renewed despite the raised subscription rate at a time of continued pressure on the space and financial resources available to them, and that the Society is very grateful for their support. She reminded members to contact her should they experience problems with the website.

5 **The Hon Gen Editors' Report**

Dr Robin Eagles reported that the Society had enough proposals to ensure publication into the early 2020s. The volume for 2018, *The Dinner Book of the London Drapers' Company, 1564-1602*, edited by Dr Sarah Milne, will be published in April 2019 as volume 53 and launched at Drapers' Hall. Another early modern text, the 'Boke of Remembraunce' of the 16th-century London mercer Thomas Kytson, edited by Colin Brett, will appear as volume 54 later that year. A medieval document, 'The Jubilee Book', edited by Professor Caroline Barron and Dr Laura Wright, is scheduled for publication in 2020. Professor Jerry White reported that among the modern history proposals were some accounts of London life from an earlier period than the Langford or Heap diaries. These include reports by Russian journalists on life in the Jewish East End, edited by Dr Anna Vaninskaya (which will be the first modern translations into English published by the Society), and the charge books of the night watch and constables in a West End parish, edited by Dr Elaine Reynolds.

Professor Caroline Barron announced that the text for the 1280s Hundred Rolls had been completed by Dr Ann Bowtell, and mentioned that 'The Jubilee Book' – so called because it was compiled 50 Edward III – was a radical document designed to make government more transparent. The book had therefore been burnt, but Professor Barron had found a 15th century copy in English. Dr Laura Wright believes that the original book had also been written in English.

6 **Election of Hon Chairman** Dr Helen Bradley proposed that Professor Caroline Barron should be re-elected, seconded by Mrs Dudley Buchanan. Professor Barron was unanimously elected.

7 **Election of Hon Gen Editors** Professor Caroline Barron proposed that Dr Robin Eagles, Dr Hannes Kleineke and Professor Jerry White should be re-elected. Miss Elizabeth Scudder seconded the proposal, and they were unanimously elected.

8 **Election of Hon Treasurer, Hon Secretary and Hon Membership Secretary** Professor Caroline Barron proposed that Dr David Lewis, Dr Helen Bradley and Dr Penny Tucker be re-elected respectively as Hon Treasurer, Hon Secretary and Hon Membership Secretary. The proposal was seconded by Miss Sharon Tuff, and they were unanimously elected.

9 **Election of Council Members** Professor Caroline Barron said that Professor Maria Hayward, Dr Henry Summerson and Dr Robin Woolven were due to retire from the Council this year (three Council members having been elected together due to the extra vacancy created by the resignation of Dr Patrick Wallis that year). Dr Sarah Milne, lecturer at the University of Westminster and research associate for the Survey of London, and editor of the 2018 volume, had been nominated. Professor Barron proposed that Dr Milne be elected, seconded by Dr Robin Eagles, and Dr Milne was unanimously elected.

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- 10 **Election of Hon Independent Financial Examiner** Dr Robin Woolven proposed that Dr Clive Burgess (medieval historian, London) be re-elected as Hon Independent Financial Examiner, and was seconded by Professor Jerry White. Dr Burgess was unanimously elected.
- 11 **Any Other Business** There was no other business.

Meeting closed at 6.15 pm

Signed:

Hon Chairman

Hon Secretary