

# **ARMY RECORDS SOCIETY**

Registered Charity No. 326484

[www.armyrecordsociety.org.uk](http://www.armyrecordsociety.org.uk)

## **Annual General Meeting and Lecture by Dr Jim Beach**

**Wednesday 17 November 2010  
in the Art Gallery of the  
National Army Museum  
at 1700**

## **OBJECTS AND ORGANISATION OF THE SOCIETY**

As set out in the Society's constitution adopted in November 2002, the objects of the Army Records Society are to edit and publish manuscripts relating to the Army and to reprint works of military interest.

The Society is managed by a voluntary Council which meets twice a year.

## **ARMY RECORDS SOCIETY**

The Twenty-Seventh Annual General Meeting of the Society will be held at 1700 on Wednesday 17 November 2010 in the Art Gallery of the National Army Museum.

### **AGENDA**

1. Apologies.
2. Minutes of the Twenty-Sixth Annual General Meeting.
3. Matters Arising.
4. Secretary's Report.
5. Accounts for 2009-2010.
6. Election of Councillors.
7. Any Other Business.

The AGM will be preceded by tea and coffee. It will be followed at 1730 by a lecture by Dr Jim Beach entitled:

### **Cuthbert Headlam and BEF Doctrine**

His lecture will complement the publication of the Society's Thirtieth volume *The Military Papers of Lieutenant-Colonel Sir Cuthbert Headlam, 1910-1942*.

## **Council for 2010-2011**

### President

Professor Sir **Michael Howard** OM CH CBE MC DLitt FBA

### Vice-Presidents

Field Marshal Sir **John Chapple** GCB CBE DL MA FSA FRSA  
Professor **John Gooch** BA PhD FRHistS

### Councillors

Professor **Ian Beckett** BA PhD FRHistS (Chairman)

**Niall Barr** MA PhD FRHistS

\* **Huw Bennett** BSc(Econ) MSc(Econ) PhD

\* **Jonathan Boff** MA PhD

**John Bourne** BA PhD FRHistS

\* Professor **Mark Connelly** BA PhD

Professor **Stephen Conway** BA PhD FRHistS

Professor **David French** BA PhD FRHistS

**Alan Guy** MA DPhil FRHistS FRAS FSA

\* Lieutenant-General Sir **Alistair Irwin** KCB CBE MA

Professor **Keith Jeffery** MA PhD FRHistS

**Peter Lieb** MA Dr.phil

**Nick Lloyd** BA PhD

**Helen McCartney** BA MPhil PhD

**Fiona Reid** BA MA PhD

Major-General **Julian Thompson** CB OBE

Colonel **Rupert Wieloch** BA

### Honorary Secretary

**Jim Beach** MBE BA MA MSc PhD

### Honorary Treasurer

**Simon House** BA ACMA

### Membership Secretary

**Timothy Bowman** BA PhD FRHistS

\* nominated by Council for election.

## **MINUTES OF THE TWENTY-SIXTH ANNUAL GENERAL MEETING**

Held at 1700 on Wednesday 18 November 2009 at the National Army Museum.

**1. Apologies:** Twenty members and guests attended the meeting. Apologies were received from twelve members.

**2. Minutes of the Twenty-Fifth Annual General Meeting:** The minutes of the previous Annual General Meeting were read and approved.

**3. Matters Arising:** None.

**4. Secretary's Report:** The Secretary outlined the publication schedule for the next three years, informed the meeting of the commissioning of the Fuller volume, and noted the sell-out of Volume 8 along with the depletion of stocks of other popular volumes. He also invited the Membership Secretary to summarise recent initiatives with regard to increasing subscriptions, particularly from institutional members.

**5. Treasurer's report:** The Chairman began by thanking the Treasurer for his tremendous work on behalf of the Society in his first year of office. The Treasurer then gave a lengthy and detailed explanation of the cash-flow problem experienced by the Society in the summer and the necessity of selling some of our investments. He noted that the Council had accepted his recommendation to confine ourselves to single-volume years until the market (and our revenues) have recovered. He also warned that in the short-term it may be necessary to sell further investments to cover outgoings in 2010. He assured the meeting that the Society's underlying finances were very sound, that all problems related to the transition of the control of accounts had been resolved, and that the situation should not recur. He also presented the external auditor's report which highlighted some minor typos. These would be corrected upon the accounts before they were posted up on the website. On the proposition of Dr Bill Philpott, seconded by John Lee, the accounts were accepted.

**6. Election of Councillors:** The Chairman thanked the outgoing Councillors (Colonel Huw Boscawen, Professor Mark Connelly, Major-General Sebastian Roberts, and Dr Dan Todman) for their work on behalf of the Society. Professor Stephen Conway, Dr Fiona Reid, Major-General Julian Thompson, and Colonel Rupert Wieloch were nominated by Council for election to serve a full four-year term of office. Dr Alan Guy was nominated to serve a three-year term vice Simon Moody who had resigned due to his re-location to New Zealand. On the proposition of the Chairman, seconded by Major-General John Sutherland, the new Councillors were elected.

**7. Any Other Business:** None.

## SECRETARY'S REPORT

### Recent Volumes

This year members have received the following volume:

*The Military Papers of Lieutenant-Colonel Sir Cuthbert Headlam, 1910-1942*  
edited by Dr Jim Beach

Delivery of this volume was delayed due to a printing problem that was outside the Society's control. Apologies are offered for any inconvenience incurred.

### Forthcoming Volumes

The Council has not adjusted the extant publication schedule:

**2011**

*Crimean Cavalry Letters*  
edited by Glenn Fisher

**2012**

*The Military Papers of Lieutenant-General Sir Frederick Stanley Maude, 1914-1917*  
edited by Dr Andrew Syk

This year the Society commissioned the following volume:

*The Papers and Correspondence of Henry Spenser Wilkinson, 1881-1933*  
edited by Paul Ramsey

### Future AGMs

The following dates have been booked:

16 November 2011  
21 November 2012

### Back Volumes

In 2009 the Society ran out of copies of Volume 8, *The British Army and Signals Intelligence during the First World War* edited by Dr (now Professor) John Ferris. Since then Volume 10, *Lord Chelmsford's Zululand Campaign, 1878-1879* edited by Professor John Laband, has also sold out. Members are therefore encouraged to purchase other back volumes sooner rather than later to avoid disappointment. Details can be found at the back of this document.

## **TREASURER'S REPORT**

This year we have been required to present our Accounts in a new format, finally coming into line with standards guidelines for Charities issued in 2005 (SORP 2005). This means that we must show our Investments on the Balance Sheet at Market value rather than Cost, as in the past. This in turn requires a small change to the Profit & Loss account (P&L) and a major change to the Schedule of Investments. A brief explanation of the changes is that the added value of our investments during the year must be seen as additional Income, and shown on the P&L immediately below our normal profit from trade. On the Balance Sheet the cumulative added value earned by our investments since we bought them goes to increase our Accumulated Funds. On the Schedule of Investments, we now show the starting and ending Market values, and the added value earned.

The accounts for the year to 30 September 2010 record the publication and distribution of a single volume: No.30 (Headlam), in accordance with the Council's adoption of a single annual volume strategy in order to restore our cash position. The strengthened cash position is reflected in the annual financial results, where we posted a small profit on our Profit and Loss Account instead of the large deficits shown in the previous two years. With a recovery in the value of Investments, the reserves of the Society, in the form of its investments and deposit account, are secure, and are in accord with the policy of the Society in that they can support the publication of at least three additional volumes.

Overall income fell by over 4% (from £18.6k) to £17.8k despite an increase in book sales and a £500 donation. The decrease was due to reductions in subscriptions of £1k or 5%. The cost of publication fell to 42% of last year's figure because of the single-volume policy as well as a small reduction in print cost; administration costs also fell by 17% or £800, despite a £500 increase in 'Sundries'. The explanation is technical: a provision of £600 was made three years ago for extra AGM costs and in the opinion of the treasurer this is not needed, so it has been released; this has the effect of off-setting existing costs and creating a one-off increase in profit. There has also been a real reduction in post and packaging. The increase in 'Sundries' represents the one-off purchase of our back-catalogue from The History Press and the cost of marketing material in the form of bookmarks. The profit of £2k compares most favourably with the deficit of over £13,700 last year. With a continuation of the single-volume policy, and no further reduction in Subscription revenues, the financial prospects for the coming year are good for a stable situation.

All the Society's investments remain in common investment funds regulated by the Charities Act. Members will see from the schedule of investments that the investments, shown at cost in the balance sheet, have a greater market value. Market values have picked up from the losses of the recession and have more than regained their previous value. The Society holds a stock of books to service the demand for back volumes which is an important part of its role in bringing records to the public. The cost of books is written off as incurred, and therefore no value is carried on the Balance Sheet. The Charities Act 1993 provides that charities with income or expenditure between £10,000 and £250,000 must have either an audit or an independent examination. An independent examination is a less onerous form of scrutiny than an audit and provides less assurance. However the Councillors believe that the Society's affairs are so straightforward that an independent examination provides Councillors and Members with sufficient comfort on the Charity's financial affairs. This work continues to be carried out by Lesley Pasricha FCA.

**BALANCE SHEET AT 30 SEPTEMBER 2010**

	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
<b>Investments</b>	<b>102908</b>	<b>99290</b>
<b>Current Assets</b>		
Debtors	75	0
Bank (Barclays)	12503	-2279
Deposit Account (COIF)	7542	10502
	<b>20120</b>	<b>8223</b>
<b>Current Liabilities</b>		
Creditors and accruals	-20126	-10364
<b>Net Current Liabilities</b>	<b>-6</b>	<b>-2141</b>
Total Assets	<b>102902</b>	<b>64579</b>
Financed by:		
<b>Accumulated Funds</b>		
Balance as at 1 October 2010	97149	78300
Net profit for the year	5753	18849
	<b>102902</b>	<b>97149</b>

**INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED  
30 SEPTEMBER 2010**

	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Subscriptions	10994	11992
Book sales	934	300
Dividends	5260	5778
Deposit account interest	40	379
Donations	510	70
Miscellaneous	75	116
	<u>17813</u>	<u>18635</u>
<b>Less: Expenses</b>		
Printing (Vol. 30)	9450	21000
Publication expenses	1335	2808
Future volumes	0	0
Postage & packing: (Vol.30)	979	3830
Costs of publications	<u>11764</u>	<u>27638</u>
AGM expenses	484	1140
Audit and accountancy	462	420
Membership administration	1041	896
Web expenses	295	225
Postage & packing: general and book sales	1018	1892
Sundry expenses	614	145
Total administration expenses	<u>3914</u>	<u>4718</u>
<b>Total Expenses</b>	<u>15678</u>	<u>-32356</u>
<b>Net income/(Outgoing) Resources before revaluations of investments</b>	<b>2135</b>	<b>-13721</b>
<b>Surplus on Revaluation of Investments</b>	<b>3618</b>	<b>32570</b>
<b>Net Movement in Funds</b>	<u>5753</u>	<u>18849</u>

## SCHEDULE OF INVESTMENTS AS AT 30 SEPTEMBER 2010

	Market Value 1.10.09 £	Purchases/ (disposals) in year £	Revaluation surplus/ (deficit) £	Market Value 1.10.10 £	Original Cost £
M&G Charifund 6161 units	64846	0	2624	67470	34140
BlackRock Charinco 18390 income units	34444	0	994	35438	32580
	<b>99290</b>	<b>0</b>	<b>3618</b>	<b>102908</b>	<b>66720</b>

### Notes

1. Charinco (BlackRock) invests in fixed interest securities, the price of which held up reasonably well during the severe downturn in the economy, but is now showing low growth.
2. Charifund (M&G) invests in equities, and has now recovered strongly from the recession.
3. The market value of the investments (which had lost over 20% of their value at the height of the recession) has recovered, gaining 3.9% during the year.

### **Accounting policies**

4. The officers of The Army Records Society have elected, as permitted for a charity of its size, under section 42(3) of the Charities Act 1993 to present its financial accounts on a receipts and payments basis. Provision is however made in creditors for expenses incurred in respect of the year but not paid by the year end, and for subscriptions received before the year end in respect of the subsequent membership year. Investments are shown at cost. Stock, which consists of the Society's publications, is written off as it is purchased.

### **Reserves policy**

5. The Society's policy is to maintain sufficient reserves (funds not committed) to cover the costs of publishing 3 volumes and the associated costs of administration. This represents approximately half of the Society's accumulated fund.

## THE SOCIETY'S PUBLICATIONS

	<b>Year</b>	<b>Title</b>	<b>Editor</b>
1	1985	<i>The Military Correspondence of Field Marshal Sir Henry Wilson, 1918-1922</i>	Dr Keith Jeffery
2	1986	<i>The Army and the Curragh Incident, 1914</i>	Dr Ian Beckett
3	1987	<i>The Napoleonic War Journal of Captain Thomas Henry Browne, 1807-1816</i>	Professor Roger Buckley
4	1988	<i>An Eighteenth-Century Secretary at War: The Papers of William, Viscount Barrington</i>	Dr Tony Hayter
5	1989	<i>The Military Correspondence of Field Marshal Sir William Robertson, 1915-1918</i>	Professor David Woodward
6	1990	<i>Colonel Samuel Bagshawe and the Army of King George II, 1731-1762</i>	Dr Alan Guy
7	1991	<i>Montgomery and the Eighth Army</i>	Stephen Brooks
8	1992	<i>The British Army and Signals Intelligence during the First World War</i> <b>SOLD OUT – NO LONGER AVAILABLE</b>	Dr John Ferris
9	1993	<i>Roberts in India: The Military Papers of Field Marshal Lord Roberts, 1876-1893</i>	Brian Robson
10	1994	<i>Lord Chelmsford's Zululand Campaign, 1878-1879</i> <b>SOLD OUT – NO LONGER AVAILABLE</b>	Professor John Laband
11	1995	<i>Letters of a Victorian Army Officer: Edward Wellesley, 1840-1854</i>	Field Marshal Lord Carver
12	1996	<i>Military Miscellany I:</i>  <i>George Durant's Journal of the Expedition to Martinique and Guadeloupe, 1758-1759;</i>  <i>Daniel Robinson: Letters from India, 1845-1849</i>  <i>The Reverend George Duncan at GHQ, 1916-1918</i>	Dr Alan Guy  Dr Robin Thomas  Dr Gerard DeGroot
13	1997	<i>John Peebles' American War, 1776-1782</i>	Professor Ira Gruber
14	1998	<i>The Maratha War Papers of Arthur Wellesley, January to December 1803</i>	Anthony Bennell
15	1999	<i>The Letters of Lieutenant-Colonel Charles à Court Repington CMG, Military Correspondent of The Times, 1903-1918</i>	Professor AJA Morris
16	2000	<i>Sir Hugh Rose and the Central India Campaign, 1858</i>	Brian Robson

17	2000	<i>Lord Roberts and the War in South Africa, 1899-1902</i>	Professor André Wessels
18	2001	<i>The Journal of Corporal William Todd, 1745-1762</i>	Andrew Cormack & Alan Jones
19	2002	<i>Rawlinson in India</i>	Dr Mark Jacobsen
20	2002	<i>Amherst and the Conquest of Canada</i>	Dr Richard Middleton
21	2003	<i>At Wellington's Right Hand: The Letters of Lieutenant-Colonel Sir Alexander Gordon, 1808-1815</i>	Dr Rory Muir
22	2004	<i>Allenby in Palestine: The Middle East Correspondence of Field Marshal Viscount Allenby</i>	Dr Matthew Hughes
23	2005	<i>Military Miscellany II:</i>  <i>The Journal of Sergeant John Wilson, 1694-1727</i>	Dr David Chandler with Christopher Scott
		<i>Captain the Hon William Leslie (1751-1777), His Life, Letters and Commemoration</i>	Dr Marianne Gilchrist
		<i>Diary of Private Robert Cross, 1899-1901</i>	Robin Jenkins
24	2006	<i>Romaine's Crimean War: The Letters and Journal of William Govett Romaine</i>	Major Colin Robins OBE
25	2006	<i>Lord Kitchener and the War in South Africa, 1899-1902</i>	Professor André Wessels
26	2007	<i>Major-General Oliver Nugent and the Ulster Division, 1915-1918.</i>	Nicholas Perry
27	2008	<i>Montgomery and the Battle of Normandy</i>	Stephen Brooks
28	2009	<i>Wolseley in Ashanti: The Asante War Journal of Major-General Sir Garnet Wolseley, 1873-1874</i>	Professor Ian Beckett
29	2009	<i>The First World War Letters of General Lord Horne</i>	Dr Simon Robbins
30	2010	<i>The Military Papers of Lieutenant-Colonel Sir Cuthbert Headlam, 1910-1942</i>	Dr Jim Beach

Members can purchase copies of the Society's previous publications from:

Hall-McCartney Ltd  
Heritage House  
PO Box 21  
Baldock  
Herts SG7 5SH

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**ars@hall-mccartney.co.uk**