

Royal Meteorological Society

Audited Accounts

For the year ended 31 December 2018

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Independent Auditor's Report to the trustees of The Royal Meteorological Society

We have audited the financial statements of The Royal Meteorological Society for the year ended 31 December 2018 which comprise the primary statements such as the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including FRS 102 ~~the~~ The Financial Reporting Standard applicable in the UK and Republic of Ireland.

This report is made solely to the Charity's Trustees, as a body, in accordance with regulations made under section 154 of the Charities Act 2011. Our audit work has been undertaken so that we might state to the Charity's Trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditor

As explained more fully in the Trustees' Annual Report, the Trustees are responsible for the preparation of financial statements which give a true and fair view.

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the Charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the Charity's affairs as at 31 December 2018, and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice) including FRS 102 ~~the~~ The Financial Reporting Standard applicable in the UK and Republic of Ireland and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Trustees' Annual Report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Ms A E Williams (Senior Statutory Auditor)
For and on behalf of Porter Garland Limited

Communication House, Victoria Avenue,
Camberley, Surrey
GU15 3HX

Porter Garland Limited is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

Royal Meteorological Society

Statement of Financial Activities for the Year ended 31 December 2018

Income and Expenditure	Note	General Fund	Designated Legacies Fund	Total Funds 2018	Total Funds 2017
Incoming Resources					
Donations, Legacies and Gifts	16	84	-	84	474
Membership	18	207,744	-	207,744	221,298
Charitable Activities					
- <i>Publications</i>	8	845,982	-	845,982	718,952
- <i>Meetings and Events</i>	9,10	67,641	-	67,641	42,195
Investment Income	17	14,935	7,251	22,186	20,499
Other Income - miscellaneous	16	18,528	-	18,528	6,809
Total Incoming Resources		£ 1,154,914	£ 7,251	£ 1,162,165	£ 1,010,227
Resources Expended					
Fundraising	22	24,627	-	24,627	32,730
Charitable Activities					
- <i>Publications</i>	11	135,218	-	135,218	139,767
- <i>Meetings and Events</i>	12	160,681	-	160,681	128,393
- <i>Schools Activities</i>	13	56,046	7,382	63,428	56,967
- <i>Grants Awarded</i>	14	1,945	6,572	8,517	12,676
- <i>Supported Organisations</i>	15	18,647	-	18,647	23,652
- <i>Local Centres</i>	19	17,863	-	17,863	19,630
- <i>Awards and Prizes</i>	20	9,813	7,898	17,711	17,336
- <i>Central Support</i>	21	471,736	-	471,736	386,557
Other costs - miscellaneous		4,142	-	4,142	2,191
Total Resources Expended		£ 900,718	£ 21,852	£ 922,570	£ 819,899
Net Incoming Resources for the Year		£ 254,196	£ (14,601)	£ 239,595	£ 190,328
Other Recognised Gains and Losses					
Gains / (Losses) on Revaluation of Investments	3	(32,369)	(16,185)	(48,554)	43,715
Gains / (Losses) on Investment Sales		29	14	43	(664)
					-
Net Movements in Funds		221,856	-30,772	191,084	233,379
Total Funds brought forward		1,364,847	386,430	1,751,277	1,517,898
Total Funds carried forward		£ 1,586,703	£ 355,658	£ 1,942,361	£ 1,751,277

The notes on pages 5 to 16 form an integral part of these accounts.

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Balance Sheet as at 31 December 2018

	Note	2018	2017
Fixed Assets			
Tangible Assets	2	568,036	583,824
Quoted Investments	3	708,484	733,327
		<u>1,276,520</u>	<u>1,317,151</u>
Current Assets			
Debtors and Stock	4	93,995	66,203
Cash at Bank and in Hand	5	760,191	533,102
		<u>854,186</u>	<u>599,305</u>
Creditors: Amounts Falling Due Within One Year	6	188,345	165,179
		665,841	434,126
Net Assets		<u>£ 1,942,361</u>	<u>£ 1,751,277</u>
Financed by:			
General Fund		1,586,703	1,364,847
Legacies Fund		355,658	386,430
Capital Reserves		<u>£ 1,942,361</u>	<u>£ 1,751,277</u>

The notes on pages 5 to 16 form an integral part of these accounts.

Approved by the Board of Trustees and signed on its behalf on

by:

President

David Warilow

Treasurer

Jennifer Campbell

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Cashflow Statement for the Year ended 31 December 2018

	Note	General Fund	Designated Legacies Fund	Total Funds 2018	Total 2017
Net cash provided by operating activities:					
Net movement in funds		221,856	(30,772)	191,084	233,379
Depreciation of tangible fixed assets	2	15,788	-	15,788	30,258
Loss on disposal of tangible fixed assets			-	-	156
Investment income	17	(14,935)	(7,251)	(22,186)	(20,499)
(Gains) / losses on revaluation of investements	3	32,369	16,185	48,554	(43,715)
(Gains) / losses on disposal of investments		(29)	(14)	(43)	664
Decrease / (Increase) in debtors		(27,792)	-	(27,792)	(36,358)
Increase / (decrease) in creditors		23,166	-	23,166	(32,837)
		28,567	8,920	37,487	(102,331)
Net cash from operating activities		250,423	(21,852)	228,571	131,048
Cashflows from investing activities:					
Dividends received		14,501	7,251	21,752	20,265
Interest received		434	-	434	234
Purchase of investments	3	(44,950)	(22,475)	(67,425)	(63,631)
Proceeds of disposal of investments		29,171	14,586	43,757	43,353
Total cashflow from investing activities		(844)	(638)	(1,482)	221
Increase / (Decrease) in cash	5	£ 249,579	£ (22,490)	£ 227,089	£ 131,269
Reconciliation of net cashflow					
Cash held at 31 December	5			760,191	533,102
Cash held at 1 January				533,102	401,833
Change in cash and cash equivalents during the year				£ 227,089	£ 131,269

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Notes to the Accounts for the Year ended 31 December 2018

General information

The charity is registered charity in England and Wales and is unincorporated. The address of the principal office is 104 Oxford Road, Reading, RG1 7LL.

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Charities Act 2011.

1. Accounting Policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes. Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment. Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted

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Notes to the Accounts for the Year ended 31 December 2018

service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

All fixed assets are initially recorded at cost.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Furniture, fixtures and Fittings	-	10% on cost
Office Equipment	-	20 – 33% on cost

Investments

Unlisted equity investments are initially recorded at cost, and subsequently measured at fair value. If fair value cannot be reliably measured, assets are measured at cost less impairment.

Listed investments are measured at fair value with changes in fair value being recognised in income or expenditure.

Financial instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

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Notes to the Accounts for the Year ended 31 December 2018

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Debtors and trade creditors that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

Pension

The Society's contributions in respect of the staff pension arrangements are charged to the Income and Expenditure Account for the year in which they are payable to the pension providers. From 1 June 2016 the Society has operated a group personal pension.

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Notes to the Accounts for the Year Ended 31 December 2018

Note

2. Tangible Assets	Freehold Property	Furniture & Equipment	Total
Cost			
At 1 January 2018	544,590	184,615	729,205
Additions	-	-	-
Disposals	-	(240)	(240)
At 31 December 2018	£ 544,590	£ 184,375	£ 728,965
Depreciation			
At 1 January 2018	-	145,381	145,381
Charge for Year	-	15,788	15,788
On Disposals	-	(240)	(240)
At 31 December 2018	£ -	£ 160,929	£ 160,929
Net Book Value			
At 31 December 2018	£ 544,590	£ 23,446	£ 568,036
At 31 December 2017	£ 544,590	£ 39,234	£ 583,824

3. Quoted Investments	2018	2017
Market Value at 1 January	733,327	670,000
Additions	67,424	63,631
Disposals	(43,714)	(44,019)
At 31 December	£ 757,037	£ 689,612
Revaluation to Market Value	(48,553)	43,715
Market Value at 31 December	£ 708,484	£ 733,327
Historical Cost	£ 599,860	£ 553,036

The Society's investments are managed by Rathbone Investment Management Limited. The value of the portfolio, analysed by the investment holdings, is as follows:

	2018	2017
Government Stock and Corporate Bonds	197,453	195,543
UK Equities	259,285	267,303
Overseas Equities / Other Investments	251,746	270,481
	£ 708,484	£ 733,327

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Notes to the Accounts for the Year Ended 31 December 2018

Note

	2018	2017
4. Debtors and Stock		
Debtors	51,232	36,676
Payments in Advance	8,234	9,527
Gift Aid Recoverable	34,529	20,000
Total Debtors	£ 93,995	£ 66,203

5. Balances at Bank and Cash in Hand		
Lloyds Bank Plc - Current Account	17,807	35,379
Lloyds Bank Plc - Deposit Account	714,769	461,604
Investment Managers Cash Account	27,409	35,719
Cash	206	400
	£ 760,191	£ 533,102

6. Creditors: Amount Falling Due Within One Year		
Creditors and Accrued Charges	131,066	100,580
Amounts Received in Advance:		
Membership Subscriptions	39,909	49,182
Value Added Tax Payable	6,878	6,109
PAYE and National Insurance	10,492	9,308
	£ 188,345	£ 165,179

7. Analysis of Net Assets between Funds

	Designated Unrestricted 2018	General 2018	Designated Unrestricted 2017	General 2017
Fund Balances are represented by:				
Quoted Investments	236,161	472,323	244,442	488,885
Other Net Assets	119,497	1,114,380	141,988	875,962
	£ 355,658	£ 1,586,703	£ 386,430	£ 1,364,847

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Notes to the Accounts for the Year Ended 31 December 2018

Note

	2018		2017	
8. Publications etc - Income (General Fund)				
Net receipts from scientific publications		835,501		712,344
Calendar		3,435		4,056
Other Publications		7,046		2,552
Publications Income Total		£ 845,982		£ 718,952
	General Fund	Designated Legacies Fund	2018 Total	2017 Total
9. Meetings and Events Income				
National Meetings	5,520	-	5,520	3,591
SIG meetings	673	-	673	200
	£ 6,193	£ -	£ 6,193	£ 3,791
10. Conference Income				
Delegate Receipts and Sponsorship	61,448	-	61,448	38,404
	£ 61,448	£ -	£ 61,448	£ 38,404
Total Meetings Income (Notes 9 & 10)	£ 67,641	£ -	£ 67,641	£ 42,195

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Notes to the Accounts for the Year Ended 31 December 2018

Note

11. Publications Expenditure (General Fund)	2018	2017
Quarterly Journal		
Subscriptions and Other Costs	3,101	3,977
Staff Costs	5,745	7,323
Premises and Admin Overheads	<u>2,480</u>	<u>2,420</u>
	11,326	13,720
Weather		
Subscriptions and Other Costs	81,613	74,956
Staff Costs	3,647	5,065
Premises and Admin Overheads	<u>1,580</u>	<u>1,679</u>
	86,840	81,700
International Journal of Climatology		
Subscriptions and Other Costs	799	1,650
Staff Costs	1,257	1,133
Premises and Admin Overheads	<u>540</u>	<u>378</u>
	2,596	3,161
Meteorological Applications		
Subscriptions and Other Costs	1,597	2,010
Staff Costs	2,158	244
Premises and Admin Overheads	<u>920</u>	<u>84</u>
	4,675	2,338
Atmospheric Science Letters		
Subscriptions and Other Costs	-	-
Staff Costs	2,004	2,838
Premises and Admin Overheads	<u>860</u>	<u>937</u>
	2,864	3,775
Calendar		
Production Costs	1,208	3,737
Staff Costs	6,233	5,266
Premises and Admin Overheads	<u>2,680</u>	<u>1,735</u>
	10,121	10,738
Other Publications		
Production Costs	817	1,791
Staff Costs	11,179	16,933
Premises and Admin Overheads	<u>4,800</u>	<u>5,611</u>
	16,796	24,335
Publications Expenditure Total	<u>£ 135,218</u>	<u>£ 139,767</u>

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Notes to the Accounts for the Year Ended 31 December 2018

Note	General Fund	Designated Legacies Fund	2018 Total	2017 Total
12. Meetings and Events Expenditure				
National Meetings				
Direct Costs	20,376	-	20,376	9,901
Staff Costs	25,809	-	25,809	22,495
Premises and Admin Overheads	11,100	-	11,100	7,456
	£ 57,285	£ -	£ 57,285	£ 39,852
Other Meetings and Events				
Other Events	5,776	-	5,776	7,773
Staff Costs	554	-	554	9,650
Premises and Admin Overheads	240	-	240	3,190
	£ 6,570	£ -	£ 6,570	£ 20,613
Conferences				
Premises Hire, Travel and Catering	51,916	-	51,916	26,390
Publications	-	-	-	-
Staff Costs	28,911	-	28,911	27,822
Premises and Admin Overheads	12,467	-	12,467	9,204
	£ 93,294	£ -	£ 93,294	£ 63,416
Specialist Groups and Miscellaneous Meetings				
Corporate Members Meetings	-	-	-	-
Direct Costs	3,532	-	3,532	4,512
	£ 3,532	£ -	£ 3,532	£ 4,512
Total Meetings Expenditure	£ 160,681	£ -	£ 160,681	£ 128,393
13. Schools Activities				
Expenditure				
Direct Costs	-	7,382	7,382	13,450
Staff Costs	39,186	-	39,186	32,704
Premises and Admin Overheads	16,860	-	16,860	10,813
	£ 56,046	£ 7,382	£ 63,428	£ 56,967
14. Grants				
Meetings and Conference Grants	-	6,572	6,572	11,494
Sponsorships and Donations	-	-	-	-
Staff Costs	1,365	-	1,365	889
Premises and Admin Overheads	580	-	580	293
	£ 1,945	£ 6,572	£ 8,517	£ 12,676

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Notes to the Accounts for the Year Ended 31 December 2018

Note

	General	Designated	2018	2017
	Fund	Legacies	Total	Total
		Fund		
15. Supported Organisations				
EMS Membership and Meetings	7,566	-	7,566	6,538
Science Council Membership and Meetings	1,813	-	1,813	1,868
WMO journal access	1,500	-	1,500	3,000
Other Organisations	1,445	-	1,445	3,673
Staff Costs	4,423	-	4,423	6,447
Premises and Admin Overheads	1,900	-	1,900	2,126
	£ 18,647	£ -	£ 18,647	£ 23,652
16. Miscellaneous Income				
Grants, special funding	6,821	-	6,821	-
Donations and legacies	84	-	84	474
Reproduction Fees, Advertising Royalties and other	11,707	-	11,707	6,809
	£ 18,612	£ -	£ 18,612	£ 7,283
17. Investment Income				
Interest on Deposits	434	-	434	234
Income from Shares and Securities	14,501	7,251	21,752	20,265
	£ 14,935	£ 7,251	£ 22,186	£ 20,499
18. Membership Income				
Members	187,720	-	187,720	189,496
Gift Aid	14,529	-	14,529	21,882
Accreditation Fees	5,495	-	5,495	9,920
	£ 207,744	£ -	£ 207,744	£ 221,298

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Notes to the Accounts for the Year Ended 31 December 2018

Note	Designated		2018 Total	2017 Total
	General Fund	Legacies Fund		
19. Local Centres Subventions				
North East Centre	2,000	-	2,000	2,000
North West Centre	1,000	-	1,000	-
Scottish Centre	2,000	-	2,000	2,500
East Midlands Centre	-	-	-	2,000
South West Centre	400	-	400	(42)
Yorkshire Centre	500	-	500	1,500
Equipment	1,222	-	1,222	-
Staff Costs	7,501	-	7,501	8,776
Premises and Admin Overheads	3,240	-	3,240	2,896
	£ 17,863	£ -	£ 17,863	£ 19,630
20. Awards Committee Expenditure				
Buchan Prize	-	600	600	600
Adrian Gill Prize	-	600	600	600
L F Richardson Prize	-	600	600	600
Fitzroy Prize	-	600	600	-
Gordon Manley Weather Prize	-	325	325	325
Michael Hunt Award	-	-	-	600
Climate Science Communications Award	-	600	600	600
Vaisala Award	-	-	-	300
Innovation Award	-	-	-	300
Photographic Prizes	-	1,100	1,100	1,100
Travel	-	676	676	329
Medals awarded	-	2,797	2,797	2,307
Staff Costs	6,853	-	6,853	7,269
Premises and Admin Overheads	2,960	-	2,960	2,406
	£ 9,813	£ 7,898	£ 17,711	£ 17,336

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Notes to the Accounts for the Year Ended 31 December 2018

Note

	General	Designated	2018	2017
	Fund	Legacies	Total	Total
	Fund	Fund		
21. Management and Administration Expenses				
Governance:				
Audit Fee	3,023	-	3,023	3,000
Professional Charges - investment management	6,394	-	6,394	6,144
Council (Venues, Post, Photocopies etc.)	1,825	-	1,825	1,013
Travel - Council	587	-	587	2,388
Bank and BACS Charges	6,987	-	6,987	7,198
Membership (Post, Photocopies etc.)	3,649	-	3,649	2,026
Travel - Other Committees	6,996	-	6,996	9,047
Travel - Other Meetings	3,252	-	3,252	4,425
Membership Advertising / Promotional costs	2,723	-	2,723	10,613
Other professional charges	4,063	-	4,063	14,898
Sundries	2,466	-	2,466	1,617
Staff Costs (Note 22)	292,978	-	292,978	235,527
Establishment Expenditure (Note 23)	27,312	-	27,312	30,316
Administration Support (Note 24)	109,481	-	109,481	58,345
	£ 471,736	£ -	£ 471,736	£ 386,557
22. Staff Administration				
Salaries	383,122	-	383,122	324,357
National Insurance	31,303	-	31,303	29,208
Pension Scheme	35,481	-	35,481	30,738
	449,906	-	449,906	384,303
Other staff related costs	14,524	-	14,524	38,808
	£ 464,430	£ -	£ 464,430	£ 423,111
Apportioned to Fundraising	24,627	-	24,627	32,730
Apportioned to Activities	146,825	-	146,825	154,854
Administration Support	292,978	-	292,978	235,527
	£ 464,430	£ -	£ 464,430	£ 423,111

The average number of employees during the year was 12 (2017: 10), and the average number of full time equivalent employees was 9 (2017: 7).

Salary of highest paid employee £ 76,033 (2017: £74,542)

The Society is fortunate and grateful to receive the support of a large number of volunteers who contribute enormously across all activities of the Charity. This year guest speakers are included in our volunteer totals, in 2018 there were 398 active volunteers (2017: 276).

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Notes to the Accounts for the Year Ended 31 December 2018

Note

	Designated		2018 Total	2017 Total
	General Fund	Legacies Fund		
23. Establishment				
Rates including Water Rates	2,323	-	2,323	1,961
Cleaning and Gardening	7,145	-	7,145	8,275
* Insurance	6,671	-	6,671	6,527
Lighting and Heating	1,530	-	1,530	3,848
Repairs and Maintenance	6,475	-	6,475	(3,192)
Depreciation of Furniture and Equipment	15,788	-	15,788	30,259
Loss on Disposal of fixed assets	-	-	-	153
	£ 39,932	£ -	£ 39,932	£ 47,678
Apportioned to Activities	12,620	-	12,620	17,515
Administration	27,312	-	27,312	30,316
	£ 39,932	£ -	£ 39,932	£ 47,831

* Includes £682 Trustee Indemnity Insurance (2017: £657)

24. Administration Support Costs

Computer Software, Training etc.	142,883	-	142,883	78,728
Printing and Photocopying	3,241	-	3,241	1,620
Stationery and Office Supplies	1,794	-	1,794	1,734
Postage and Packing	2,233	-	2,233	1,419
Telephone	9,917	-	9,917	8,557
	£ 160,068	£ -	£ 160,068	£ 92,058
Apportioned to Activities	50,587	-	50,587	33,713
Administration	109,481	-	109,481	58,345
	£ 160,068	£ -	£ 160,068	£ 92,058

25. Library

No amounts have been included in the accounts for the value of the Library, Luke Howard painting, items on loan to Science Museum Library, Ben Nevis instruments on loan to Royal Scottish Museum and observational records on loan to the Meteorological Office. The items have accumulated by the Society from donations, or generated from activities with which the Society has been involved and so no significant cost of acquisition has been incurred by the Society.

26. Stocks

Stock has been included in Debtors for products in which the Society has invested.

No amount has been included in the Accounts for Stock of other Publications and Instruments held since the net realisable value is immaterial.

27. Rupert Ford Memorial Fund

During the year there were no additional donations. The fund was established during 2002 to the memory of the late Rupert Ford to finance travel awards. During 2018 no awards were made (2017: nil). The assets of the fund at 31 December 2018 stood at £44,091 (2017: £44,181).

The fund is administered by officers of the Society but kept autonomous from the Society's funds and in separate bank accounts. In consultation with the Society's auditors it was considered appropriate that this fund should not be included in the Society's Balance Sheet.

28. Related Parties

None of the Trustees had any personal interest in or benefit from any transactions with the Society during 2018. During the year 9 (2017: 9) Trustees were reimbursed for their expenses totalling £2,377 (2017: £3,970).