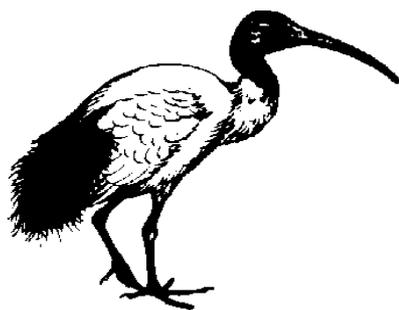


BRITISH ORNITHOLOGISTS' CLUB

Registered Charity No. 279583



REPORT AND ACCOUNTS

31st December 2012

Porrill Rainey
Chartered Accountants

BRITISH ORNITHOLOGISTS' CLUB

Registered Charity No. 279583

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BRITISH ORNITHOLOGISTS' CLUB

Founded 5 October 1892

Registered Charity No. 279583

CHAIRMAN'S REVIEW

This is my final year as Chairman and once again I should like to thank all members of the Committee for their contributions and support over the last year. David Montier, our Hon. Treasurer, has continued to carefully manage our financial resources. Robert Prÿs-Jones, our Hon. Secretary, has produced excellent speakers for our evening meetings and, in his Natural History Museum capacity, was closely involved in organising a one-day meeting with the South London Botanical Institute on *Indian ornithology, British botany and Allan Octavian Hume (1829 -1912): the scientific legacy of a founder of the Indian National Congress*. This well-attended and most enlightening event was supported by the Club and the Linnean Society of London. David Fisher, our Vice-Chairman, has, with Eng-Li Green, ably looked after our website. I should also thank Guy Kirwan for producing another four excellent, informative and attractive Bulletins covering a wide range of topics and geographical areas. Steve Dudley continues to provide valuable support towards the administration of the Club, particularly in the collection of subscriptions and managing publications.

The new Club Rules and Bye-Laws, published in the December 2011 Bulletin and based closely on the model constitution produced by the Charity Commission, were approved at a Special General Meeting in June and the Charity Commission was duly notified.

The other major development this year concerned the Bulletin. For some time we have been considering how best to make the Bulletin available free on-line and I am very pleased that we have been able to enter into an agreement with the Biodiversity Heritage Library for our Bulletins to be placed on their website. By the end of the year all issues up to and including Volume 127 (for 2007) were freely available. From now on one volume will be added each year so that only the most recent ones are not available on-line.

Another new departure was the sponsorship of two research students, one from Indonesia and the other from Cambodia, to enable them to attend the meeting of, and make presentations at, the International Ornithological Congress of Southeast Asia in Thailand in November 2012.

My two concerns as I am about to hand over to my successor are the difficulty in finding volunteers to help run the Club and the fall in membership. However, on the positive side, the change to the format of our evening meetings, now free and open to non-members, has led to a further small improvement in the attendance and the Joint Meetings are proving to be very successful.

Helen Baker

H. Baker
Chairman

Date: 14th May 2013

BRITISH ORNITHOLOGISTS' CLUB

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TRUSTEES' ANNUAL REPORT FOR 2012

LIST OF TRUSTEES - COMMITTEE

Miss H. BAKER *Chairman* (2009)
D.J. FISHER *Vice-Chairman* (2011)
Dr. R.P. PRŶS-JONES *Hon. Secretary* (2011)
D.J. MONTIER *Hon. Treasurer* (1997)
K. F BETTON (2012)
S.M.S GREGORY (2009)
K. HERON JONES (2009)
R. R. LANGLEY (2011)
C.W.R. STOREY (2009)

Correspondence and enquiries to the Hon. Secretary -

Dr. R.P. Prŷs-Jones, Bird Group, Department of Life Sciences, Natural History
Museum, Akeman Street, Tring HP23 6AP, UK

Hon. Editor - G.M. Kirwan

Independent Examiners - Porritt Rainey, 9 Pembroke Road, Sevenoaks, Kent, TN13 1XR

Bankers - Barclays Bank plc, Leicester, LE87 2BB, UK

CAF Bank, 25 Kings Hill Avenue, West Malling, Kent, ME19 4JQ, UK

Trustees of the Herbert Stevens Trust Fund –Mr N.J. Crocker, Mr R.C. Price and Mr S.J.R. Rumsey.

OBJECTIVES

Objects of the Charity

The objects are to promote scientific discussion between members and others interested in ornithology, and to facilitate the dissemination of scientific information concerned with ornithology. The Club shall maintain its special interest in avian systematics, taxonomy and distribution.

These objects are pursued primarily through the Club's Bulletin and other publications which aim to expand ornithological knowledge and to be of benefit to those, either professional or amateur, involved with the future of avian species and their habitats. The Bulletin, in particular, published four times a year, contains papers on subjects relating to the broad themes of taxonomy, including the description of new bird species, and distribution. Meetings are also arranged which cover a variety of ornithological topics and are open to both members and non-members free of charge. The trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Commission.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution and Committee

The British Ornithologists' Club was founded in October 1892. It had been operating under Rules last revised in 2000 but these needed to be amended, as allowed under Rule 40. Proposed new Rules were published in the *Bulletin of the British Ornithologists' Club*, Vol 131 No 4 in December 2011 together with proposed Bye-Laws to be made under new Rule 26. The proposed Rules were based on the latest model produced by the Charity Commission. During their preparation the Committee had been advised by a solicitor whose areas of expertise included charity law. Both the proposed Rules and the Bye-laws were adopted at a Special General Meeting of the Club held on 12th June 2012.

The Trustees of the Club (the Committee) are listed above with the year of their appointment to their respective roles.

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TRUSTEES' ANNUAL REPORT FOR 2012

The Trustees are responsible for the general control and management of the Club. There are four officers, namely a Chairman and Vice-Chairman, an Honorary Secretary and an Honorary Treasurer and, under the 2012 Rules, not less than three and not more than five other Trustees. Under the 2012 Rules all are elected for a term of four years and only the Honorary Secretary and Honorary Treasurer are immediately eligible for re-election to the same office or position.

Management

The Committee met three times during the year with much business being conducted by e-mail. The AGM was held on 12th June immediately before the Special General Meeting and was conducted in accordance with the 2000 Rules. Dr. R. P. Prÿs-Jones was re-elected Honorary Secretary, Mr D. J. Montier was re-elected Honorary Treasurer and Mr K. F. Betton was elected to serve as a Committee member in place of Mr M. J. Walton.

Under the terms of a Memorandum of Agreement between the Club and the British Ornithologists' Union (BOU) (reviewed and updated in 2010), certain administrative matters are undertaken on behalf of the Club by the BOU Administrative Office. Under this arrangement, Mr S. P. Dudley, the BOU Senior Administrator, continued his *ex officio* roles as Membership Secretary and advisor on publication matters, including management of BOC publications (publishing, sales and warehousing), subscription management of BOC Institutional Subscribers to the Bulletin and other Bulletin-related matters.

Membership

Individual members at the close of 2012 totalled 353 (373 at close of 2011), comprising 188 in the UK and 165 overseas, spread over 40 countries.

The Club welcomed 8 new members, but mourned the death of one, Mr R. Pullen.

Institutions

Subscriptions from Institutional Subscribers at the close of 2012 totalled 82 (92 at close of 2011), with 15 in the UK and 67 overseas in 20 countries.

ACTIVITIES

Meetings

Three evening meetings were held in London during the year. Attendance ranged from 23 to 28 with an average of 26.

In March, Dr Julian Greenwood gave an informative and entertaining talk on "*A long-term study of Black Guillemots in Ireland*". At the June meeting, following the AGM and SGM, Hein van Grouw addressed the complex subject "*What colour is that bird? How to recognise and name colour aberrations in birds*". The advertised speaker for the September meeting was unfortunately obliged to withdraw and instead two interesting shorter talks were presented by members of the Natural History Museum (NHM) Bird Group. Dr. Joanne Cooper spoke on "*John Gould's glittering gems: the 1851 hummingbird cases at the Natural History Museum*". Douglas Russell spoke on "*Dr. George Murray Levick (1876–1956): unpublished notes on the sexual habits of the Adélie Penguin*".

In October a one-day autumn meeting, organised jointly by the NHM and South London Botanical Institute and supported by the Club and the Linnean Society of London, was held at the Museum. The subject was "*Indian ornithology, British botany and Allan Octavian Hume (1829 -1912): the scientific legacy of a founder of the Indian National Congress*". About 80 people attended this event, which covered Hume's ornithological and botanical activities and also his enlightened roles as an administrator in the colonial Indian Civil Service and in the founding of the Indian National Congress, currently India's governing party.

Continued...

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TRUSTEES' ANNUAL REPORT FOR 2012

Summaries of the evening talks and a report on the joint meeting are published in the Club Announcements section of the Bulletin.

In a new departure, the Club paid £500 to help two students, from Cambodia and Indonesia, both undertaking locally-focused ornithological studies, to attend the International Ornithological Congress (IOC) of Southeast Asia which met in Thailand in November 2012. Each student will additionally receive free copies of the Bulletin for 2013.

The Bulletin

Vol. 132 comprised 316 pages and 38 papers of broad geographical scope, although contributions on Neotropical birds remain particularly well represented. Taxonomy and nomenclature are Bulletin mainstays, and three new subspecies were described in this volume, of Immaculate Antbird *Myrmeciza immaculata*, Western Orphean Warbler *Sylvia hortensis* and Koepcke's Screech Owl *Megascops koepckeae*. Furthermore, several other new taxon names were introduced as a result of newly identified nomenclatural problems, a trend that seems only likely to increase in the near future.

For papers published in 2012, the interval between receipt and publication was 2–23 months, with a mean of *c.*7.5 months, a new 'personal best' under the present editor. The Hon. Editor will continue in his efforts to reduce waiting times still further whenever possible. The Bulletin received a total of 41 new manuscripts in 2012. Of these, nine have been rejected to date and the rest have been accepted or are still being refereed for potential publication.

Grateful thanks are due, as ever, to referees who have given freely of their time and expertise; members of the Standing Committee on Ornithological Nomenclature (SCON), especially Edward Dickinson, Richard Schodde and the Bulletin's Associate Editor, Frank Steinheimer; to Eng-Li Green, of Alcedo Publishing, for her constant dedication to Bulletin duties, including production of the index and updating the website in tandem with David Fisher; and Latimer Trend (printers) for their efficiency. Helen Baker and Robert Prŷs-Jones prepared the cover information and Club Announcements, whilst staff at The Natural History Museum, Tring, continue to offer much-needed assistance in all manner of ways.

Back numbers available online

The Club has entered into an agreement with the Biodiversity Heritage Library (BHL) for all but our most recent Bulletins to be placed on their website where they are freely available. All issues up to and including Volume 127 (for 2007) were available by the end of the year and, from now on, one Volume will be added each year. The BHL website is at www.biodiversitylibrary.org/bibliography/46639

BOC - BOU Joint Publications Committee.

Members: Mr S. P. Dudley (Chairman and Publications Manager), Dr. D. R. Wells (Commissioning and Checklist Series Editor), Mr D. J. Montier, Dr. R. P. Prŷs-Jones, Dr. J. H. Cooper, Mrs A. F. Langford and Ms M. Taylor.

The Committee.

This joint committee (JPC), which is responsible for the BOU's and the BOC's non-journal publications, met once during the year with much of its business being otherwise conducted by e-mail.

There were no changes to the Committee during 2012.

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TRUSTEES' ANNUAL REPORT FOR 2012

Publications.

No new titles were published during the year but work continued on several titles. The Committee continues to maintain contact with authors of other potential titles and to evaluate new proposals.

No manuscripts are expected to be submitted for publication during 2013.

BOU Strategic Review

As part of the BOU's ongoing review of all of its activities, a questionnaire was developed at the end of the year to canvass users and non-users alike about perceptions of the BOU Checklist Series and its future content and delivery. This questionnaire will be run during early 2013.

FINANCIAL REVIEW

Financial results for 2012 show a deficit on Unrestricted Funds of £3,499 and a marginal surplus on Restricted Funds of £179 compared with an overall surplus last year, though that included over £4,000 of non-recurring items. Increasing Members' subscriptions in 2012 to £25 boosted revenue by almost £1,400, while a combination of higher distributions from the Herbert Stevens Fund unit trusts and slightly better interest rates on deposits increased investment income by nearly £700. These improvements were partly offset by a fall of about £1,000 in sales of publications, resulting in total revenue for the year of £26,281.

Expenditure totalled £29,601, with Bulletin costs of £14,417 being about £1,000 higher than last year reflecting increases in both printing and postage costs. Grants of £1,000 in total were given to support the one-day conference about Allan Octavian Hume and travel and accommodation costs of students attending the IOC meeting in Thailand, both mentioned above under Activities.

Stock markets performed surprisingly well, particularly in the second half of 2012, and as a result, the two unit trusts in the Herbert Stevens Fund showed an increase in value of £14,223, compared with a decrease in 2011 of £8,376, thus illustrating once again the continuing volatility of share prices. At 31st December 2012, the value of the Herbert Stevens Fund stood at £224,229 and cash held on deposit within the General Fund was £78,341.

Reserves

As indicated above, the Club maintains a satisfactory level of liquidity to meet its commitments, including its contribution to the costs of future joint Checklists and any further publications in the *Occasional Publications* series. A sum of £15,562 remains in the Unrestricted Designated Fund towards future publications and a balance of £3,118 is still held in the Publications Fund. In addition, the Clancey bequest, totalling £65,138 at the year-end, is available as backing for new developments for the Bulletin.

Risks

The Committee keeps the major risks to which the Club is exposed under review, particularly with regard to managing the Club's cash resources during this continuing period of economic uncertainty. Expenditure on the Bulletin, which has a regular production schedule, is a major item, but timing of other publications, particularly the joint Checklists, produced in conjunction with the BOU, is unpredictable as we are reliant on dedicated work by authors working on an entirely voluntary basis and with other commitments of their own. The production timetable is regularly reviewed to ensure that sufficient resources are available when required. The committee is satisfied that the Club has sufficient resources to cover any foreseeable commitments. Thanks are due to the three Trustees of the Herbert Stevens Fund, Mr N. J. Crocker, Mr R. C. Price and Mr S. J. R. Rumsey for their continuing oversight of the fund.

Continued..

BRITISH ORNITHOLOGISTS' CLUB

Founded 5 October 1892

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TRUSTEES' ANNUAL REPORT FOR 2012

TRUSTEES' RESPONSIBILITIES

Under the Charities Act 2011, the trustees are required to prepare a statement of accounts for each financial year which give a true and fair view of the state of affairs of the charity at the end of the financial year and of the incoming resources and application of resources in the year. In preparing the statement the trustees are required to :

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the statement of accounts;
- prepare the financial accounts on the going concern basis unless it is inappropriate to presume that the charity will continue its operations.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that any statement of accounts prepared by them complies with the regulations under section 130 of the Charities Act 2011. They are also responsible for safeguarding the assets of the trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved and signed on behalf of the Trustees

Helen Baker

Miss H. Baker
Chairman

Date: 14th May 2013

BRITISH ORNITHOLOGISTS' CLUB

Registered Charity No. 279583

BALANCE SHEET

31st December 2012

	Notes	2012		2011	
		£	£	£	£
INVESTMENTS					
At market value	2		273,229		257,714
CURRENT ASSETS					
Stock of publications		100		100	
Cash at bank and in hand		2,810		4,951	
Cash on deposit		112,587		114,551	
Other debtors		1,985		2,597	
		<u>117,482</u>		<u>122,199</u>	
CURRENT LIABILITIES					
Subscriptions in advance		(1,508)		(1,279)	
Creditors falling due within one year		(698)		(1,032)	
			<u>115,276</u>		<u>119,888</u>
TOTAL ASSETS			<u><u>388,505</u></u>		<u><u>377,602</u></u>
FUNDS					
Unrestricted					
Designated	3		15,562		15,562
Other	4		304,687		293,963
			<u>320,249</u>		<u>309,525</u>
Restricted	5		68,256		68,077
			<u><u>388,505</u></u>		<u><u>377,602</u></u>

Approved and Signed on behalf of the Trustees

Helen Baker

Helen Baker

Chairman

Date: 14th May 2013

BRITISH ORNITHOLOGISTS' CLUB

Registered charity No. 279583

STATEMENT OF FINANCIAL ACTIVITIES

31st December 2012

	2012			2011
	Unrestricted	Restricted	Total	Total
	£	£	£	£
INCOMING RESOURCES				
SUBSCRIPTIONS and DONATIONS				
Members	8,730	-	8,730	7,348
Institutional subscribers	3,690	-	3,690	3,990
Legacy and donations	131	-	131	1,112
Income Tax recoverable			-	-
under Gift Aid & Deeds of Covenant	676	-	676	586
	<u>13,227</u>	<u>-</u>	<u>13,227</u>	<u>13,036</u>
INVESTMENT INCOME				
Herbert Stevens Trust Fund	8,616	-	8,616	8,123
Interest received	884	1,014	1,898	1,720
	<u>9,500</u>	<u>1,014</u>	<u>10,514</u>	<u>9,843</u>
SALES OF PUBLICATIONS				
Bulletin	289	-	289	677
Other BOC publications	302	-	302	784
Joint BOC/BOU publications	860	-	860	1,044
	<u>1,451</u>	<u>-</u>	<u>1,451</u>	<u>2,505</u>
OTHER INCOMING RESOURCES				
REFTAX - release of overprovision	-	-	-	3,334
MEETINGS	780	-	780	953
OTHER INCOME	309	-	309	487
TOTAL INCOMING RESOURCES	<u>25,267</u>	<u>1,014</u>	<u>26,281</u>	<u>30,158</u>

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STATEMENT OF FINANCIAL ACTIVITIES (Continued)

31st December 2012

			2012		
	Notes	Unrestricted £	Restricted £	Total £	2011 Total £
RESOURCES EXPENDED					
<i>CHARITABLE EXPENDITURE</i>					
BOC BULLETIN					
Production, printing and distribution		13,582	835	14,417	13,356
OTHER PUBLICATIONS					
Production Costs		-	-	-	-
Publicity, postage and packing		67	-	67	82
GRANTS		1,000	-	1,000	-
MEETINGS					
Room and equipment hire, speakers' expenses, etc.		1,897	-	1,897	1,961
Catering		855	-	855	1,227
ADMINISTRATION	6	11,365	-	11,365	12,724
TOTAL EXPENDITURE		28,766	835	29,601	29,350
SHORTFALL / EXCESS OF INCOME OVER EXPENDITURE					
		(3,499)	179	(3,320)	808
Increase/(decrease) in value of investments	4	14,223	-	14,223	(8,376)
		10,724	179	10,903	(7,568)
TOTAL FUNDS brought forward at 1st January 2012		309,525	68,077	377,602	385,170
TOTAL FUNDS at 31st December 2012		320,249	68,256	388,505	377,602

BRITISH ORNITHOLOGISTS' CLUB

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NOTES TO THE ACCOUNTS

31st December 2012

1. ACCOUNTING POLICIES

a) Basis of Accounts

The financial statements are prepared under the historical cost convention as modified by the inclusion of investments in the Herbert Stevens Trust Fund at market values. They are also prepared in accordance with the Financial Reporting Standards for Smaller Entities and follow the recommendations in Accounting and Reporting by Charities: Statement of Recommended Practice (revised 2005).

b) Investments and Cash Deposits

The Herbert Stevens Trust Fund is invested in quoted charity unit trusts and charity cash deposits and shown as investments in the Balance Sheet with the unit trusts valued at year-end market values. Income from the Fund and from other cash deposits shown in the Balance Sheet under Current Assets is included in Incoming Resources in the Statement of Financial Activities on a receipts basis. The Clancey bequest is held in a fixed term deposit account which forms part of the total of investments in the Balance Sheet. Interest on this deposit account is brought into the Statement of Financial Activities on an accruals basis.

c) Subscriptions

Subscriptions for the current year and any arrears are included in Incoming Resources in the Statement of Financial Activities. Subscriptions received in advance are carried forward in the Balance Sheet as Current Liabilities.

d) Expenditure is accounted for on an accruals basis.

e) Publications

The cost of publications is written off in the Statement of Financial Activities as incurred except for a nominal stock value of £100 carried in the Balance Sheet.

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NOTES TO THE ACCOUNTS - continued

31st December 2012

2. INVESTMENTS - at market value

	2012	<i>2011</i>
	£	£
UNRESTRICTED FUNDS		
Herbert Stevens Trust Fund	224,229	208,714
RESTRICTED FUNDS		
Clancey Bequest	49,000	49,000
	<u>273,229</u>	<u>257,714</u>

All investments are held in the UK.

3. UNRESTRICTED DESIGNATED FUND

for future publications

	2012
	£
Balance at 1st January 2012	15,562
Movements in the year	-
Balance at 31st December 2012	<u>15,562</u>

4. OTHER UNRESTRICTED FUNDS

	GENERAL FUND	HERBERT STEVENS TRUST FUND	TOTAL
	£	£	£
Balances at 1st January 2012	85,249	208,714	293,963
Increase in value of investments during year	-	14,223	14,223
Distributions reinvested	(1,292)	1,292	-
Shortfall of income over expenditure	(3,499)	-	(3,499)
Balances at 31st December 2012	<u>80,458</u>	<u>224,229</u>	<u>304,687</u>

BRITISH ORNITHOLOGISTS' CLUB

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NOTES TO THE ACCOUNTS - continued

31st December 2012

5. RESTRICTED FUNDS

	CLANCEY BEQUEST	PUBLICATIONS FUND	TOTAL
	£	£	£
Balances at 1st January 2012	64,988	3,089	68,077
Contributions towards cost of Bulletin	(835)	-	(835)
Interest received	985	29	1,014
Balances at 31st December 2012	<u>65,138</u>	<u>3,118</u>	<u>68,256</u>

- a .The Clancey bequest was donated by the late Dr P A Clancey with the request that it should be used to support and enhance the Club's Bulletin.
- b .The Publications Fund is available to finance Club publications other than regular issues of the Bulletin.

6. ADMINISTRATION EXPENSES

	2012	2011
	£	£
Club's share of rental of storage unit	1,407	1,878
Audit and Independent Examination fees	670	650
BOU administration services	7,235	7,163
Other administration expenses	2,053	3,033
	<u>11,365</u>	<u>12,724</u>

7. REIMBURSEMENT OF EXPENSES

Trustees do not receive any remuneration and have not been reimbursed for any costs they may incur in attending regular Trustee meetings. They are reimbursed for any other expenses incurred on behalf of the Club. The total amount reimbursed during the year was **£ 316** (2011 £448).

**INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF
THE BRITISH ORNITHOLOGISTS' CLUB**

I report on the accounts of the Club for the year ended 31st December 2012, which are set out on pages 7 to 12.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this 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 examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioner. An examination includes a review of the 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 the seeking of 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 examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that, in any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met;

or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Alan Peal

Alan Peal ACA - Principal
Porritt Rainey
Chartered Accountants