

CHURCH OF ENGLAND RECORD SOCIETY

The Society was founded in 1991 with the object of promoting
interest in and knowledge of the Church of England
from the 16th century by publishing
primary sources of information

Charity Registration Number 1013701

ANNUAL REPORT 2018

ANNUAL GENERAL MEETING

The Annual General Meeting of the Church of England Record Society was held in the Great Hall, Lambeth Palace, on Thursday 6 July 2018 at 4.15 p.m.

The Chair, Professor Arthur Burns, warmly welcomed members and guests.

Apologies had been received from a number of members, including Dr Alex Gajda and Mr Giles Mandelbrote, and these were duly recorded.

The Minutes of the Annual General Meeting held on July 2017 were approved and signed as a correct record.

The Chair presented the Annual Report for 2017. In particular, he explained the actions taken by Officers in relation to GDPR to safeguard the society, and thanked Dr Mary Clare Martin and Dr Sarah Flew for their work in ensuring COERS is GDPR-compliant and the records were up to date. In this context, he reminded members of the importance of keeping the society up to date with any changes of address, and of ensuring membership subscriptions were paid. He also thanked Dr Susan Royal, who is standing down, for her work as Membership Secretary.

The report of the Honorary Treasurer, Dr. Sarah Flew, was delivered and the accounts for 2017 were accepted.

The Honorary Secretary thanked the Chair for his work around GDPR issues. She explained that the e-mail address which had been used for communicating with members, playandrecreation@gre.ac.uk was a temporary measure until a new membership secretary was in position.

The Honorary Editor, Dr Grant Tapsell, thanked Professor Taylor for supporting him as new editor. Two new volumes had recently been published, including Philip Williamson, Alasdair Raffe, Stephen Taylor and Natalie Mears (ed.), *National Prayers. Special Worship since the Reformation. Volume II: General Fasts, Thanksgivings and Special Prayers in the British Isles, 1689–1870*, and Kenneth Fincham, *The Further Correspondence of William Laud*. The society now had a feast of forthcoming publications, including Leonie James, *The Accounts of Archbishop Laud*, and Peter Howson's edition of Bishop Gwynne's World War I diaries: also *State Prayers III*, and the *Elland Society*, the exact order to be determined.

Elections to Council

There were two vacancies for ordinary members of Council following the retirement by rotation of Mr Giles Mandelbrote, and of Peter Webster the previous year. Professor Burns asked the permission of the meeting to nominate Dr Sara Slinn, (University of Lincoln).

The new Council therefore comprised: the Rt Revd and Rt Hon Richard Chartres, the Revd. Dr. Stephen Edmonds, Dr. Alex Gajda, Dr. Geordan Hammond, Dr. David Ceri Jones, Mr. Giles Mandelbrote, Dr. Mary Clare Martin, Professor Stephen Parker, Professor Stephen Taylor (co-opted) and Dr. David Wykes (co-opted), with Dr Sara

Slinn, if she were to accept. Professor Stephen Taylor would step down during the academic year 2018-19.

Mr. Simon Purvis of Dr Williams's Library had agreed to continue as Independent Examiner.

2018 ANNUAL LECTURE

The 2018 Annual General Meeting and Annual Lecture took place in the Great Hall, Lambeth Palace, on Thursday 6 July. The lecture was given by Dr Leonie James (University of Kent), entitled 'Archbishop Laud and Lambeth'.

2019 ANNUAL GENERAL MEETING AND LECTURE

The 2019 Annual General Meeting and Annual Lecture will take place in the Great Hall, Lambeth Palace, on Monday 8th July. The lecture will be given by Professor Stephen Taylor (University of Durham), and will be entitled, 'Why study the history of the Church? Reflections on English history from the seventeenth to the nineteenth century'. Members are welcome to bring guests, but please confirm attendance with the Honorary Secretary, Dr Mary Clare Martin, on m.c.h.martin@gre.ac.uk by Thursday July 4th at the latest.

PUBLICATIONS

It is a pleasure to report on a second successive year in which the Society has published two volumes. Each represents a significant addition to learning, and we hope members will have enjoyed them not least for being very different types of text, generated in very different eras.

The twenty-fourth volume appeared in January: Leonie James's meticulous edition of Archbishop Laud's *Household Accounts* of 1635-42. Reading's greatest son did not attract universal affection from his contemporaries, but Dr James's work offers many fascinating glimpses of his time as master of a great household, not least that he was a caring employer, always ready to pay his servants' medical bills. Peter Howson's *First World War Diaries of the Rt. Rev. Llewellyn Gwynne, July 1915-July 1916* appeared in May, marking a pleasant milestone for the Society: our twenty-fifth volume. After a varied life as an accomplished footballer, and widely-travelled Bishop of Khartoum, Gwynne went on to play a pivotal organisational role for the Church of England on the Western Front. We hope members will agree that the volumes have maintained the Society's high standards of production, thanks to the professionalism and care of both our hard-working copy-editor, Linda Randall, and the team at Boydell.

A number of other volumes are now in an advanced state of preparation, including the third volume of *National Prayers: Special Worship since the Reformation*, and *The Correspondence of William Sancroft*. The coming year is thus likely to be at least as busy on the publishing front as the previous two.

A full list of the volumes that have been accepted for publication by Council is printed at the end of this report and details of the Society's past publications may be

viewed on the series page of our publisher, Boydell and Brewer's website, or by following the links on the Society's own website.
Grant Tapsell

THE SOCIETY'S WEBSITE

Thanks to Mrs Claire Cinnamond, the Society's website (www.coers.org) is regularly updated with information on forthcoming publications, Council members, with their terms of office, details of the Annual General Meeting and Lecture, and a copy of the latest Annual Report. Forms for membership and purchase of back volumes are also available there.

MEMBERSHIP AND COMMUNICATIONS

Details of membership costs are given below. In order to improve the speed of communications and reduce growing postage costs, as far as possible Council seeks to correspond with the Society's membership via email, the Society's website (www.coers.org), and through Twitter (#CofERecSoc). If you are not on our electronic mailing list, please send your email address to Nicholas Dixon, the new membership secretary, on coersmembers@gmail.com. Equally, if you are already on our electronic mailing email list, and change your email address, please send your old and your new details to Nicholas Dixon, on coersmembers@gmail.com, for updating. Finally, if you have any appropriate events that you would like to promote through CoERS channels, please send the details to Dr. Martin on mm91@gre.ac.uk.

MEMBERSHIP SUBSCRIPTION RATES

Full-time students: £12 (\$20)

Individuals: £25 / £24 if paid by Standing order or Direct Debit (\$37.50)

Institutions: £38 (\$55)

Life membership for those over 65: £240 (\$375)

Subscriptions are due annually on 1 January, and should be sent to the Membership Secretary. Banker's orders are available on request. Members are also asked to notify the Membership Secretary at coersmembers@gmail.com of changes of address,

Membership is open to all who are interested in the history of the Church of England. Members are encouraged to invite their friends to join the Society. If every member recruited one new member, the Society would double its membership.

Church of England Record Society
RECEIPTS AND PAYMENTS ACCOUNTS
Year ending 31st December 2018

	2018	2017
INCOME	£	£
Subscriptions	5,460	6,583
Royalties	3,938	882
Additional book sales	76	463
Bank interest and dividends	0	0
Grants for publications (restricted)	1,000	6,500
<i>Total</i>	<i>£10,474</i>	<i>£14,428</i>
EXPENDITURE		
Direct charitable expenditure:		
Publication costs	9,486	16,125
Copy-editing	1,495	3,252
Book scanning costs	0	1,667
Book storage costs	471	0
Distribution of publications	2,167	61
Indirect charitable expenditure:		
Independent examiners fees	0	100
Meeting/annual report	132	657
Administration and website domain fees	166	0
Bank charges and refunds	76	103
<i>Total</i>	<i>£13,993</i>	<i>£21,965</i>
Excess of Payments over Receipts	-3,519	-7,537
Movement in year	-3,519	-7,537
Bank balances at 1 January 2018	31,843	39,380
Bank balances at 31 December 2018	28,324	31,843

STATEMENT OF ASSETS AND LIABILITIES

HSBC Current Account at 31 December 2018	28,224	31,743
Paypal Account at 31 December 2018	100	100
Total	£28,324	£31,843

Investment Assets (note 1)	31 Dec 2018	31 Dec 2017
M&G Charibond	£27,369	£27,696
M&G Charifund	£20,246	£22,214

The attached notes form part of these financial statements.

These accounts have been prepared for the approval of the Council at their meeting on 8 July 2019.

NOTES TO ACCOUNTS

- Investment Assets: In August 2014 the Society invested £15,000 in a Charifund Fixed Investment (Accumulation units). It also invested £20,000 in July 2011 in a Charibond Charities Fixed Interest Common Investment Fund (Accumulative shares). The Fund balances at 31 December 2018 are shown above. The distribution income in the two funds is retained in the funds and is reflected in the price of the units/shares. The Charifund received £1,088 in the year and the Charibond received £716.
- Deficit for year: There was a deficit for the year as the society continued to catch up with its backlog in publications.

Reserves: The total assets of £75,939 meet our reserves policy of four years' income, designed to cover the costs of two volumes in process of publication and the expenses of the Society's AGM and Annual Report.

Risk Management: The Trustees have identified major risks and believe that appropriate action has been taken to mitigate these.

Governance: The Trustees are satisfied with the accounting systems and procedures, which the Society has in place, in the light of the size of annual income and expenditure. All disbursements of £150 or greater have to be countersigned by two of the President, Honorary Secretary, Executive Secretary or Honorary Treasurer.

INDEPENDENT EXAMINER'S REPORT **To the Trustees and Members of the Church of England Record Society**

I have examined the accounts for the year ended 31 December 2018 as set out on the preceding two pages.

Responsibilities and basis of report.

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have not come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Simon Purvis,
25th March 2019
Flat 9, Hedley Court, Putney Hill, London SW15 3NS.

THE SOCIETY'S PUBLICATIONS

- Volume 1: Kenneth Fincham, *Visitation Articles and Injunctions of the Early Stuart Church*, vol.1, 1994. £60. (£30)*†
- Volume 2: Jeremy Gregory, *The Speculum of Archbishop Thomas Secker: the Diocese of Canterbury, 1758–1768*, 1995. £60. (£30)*
- Volume 3: Sarah Brewer, *The Early Letters of Bishop Richard Hurd, 1739–1762*, 1995. £75. (£37.50)*
- Volume 4: Andrew Chandler, *Brethren in Adversity: Bishop George Bell, the Church of England and the Crisis of German Protestantism, 1933–1939*, 1997. £60. (£30)*
- Volume 5: Kenneth Fincham, *Visitation Articles and Injunctions of the Early Stuart Church*, vol. 2, 1998. £60. (£30)*
- Volume 6: Gerald Bray, *The Anglican Canons, 1529–1947*, 1998. £95. (£47.50)*
- Volume 7: Stephen Taylor, *From Cranmer to Davidson. A Church of England Miscellany*, 1999. £60. (£30)*
- Volume 8: Gerald Bray, *Tudor Church Reform: the Henrician Canons of 1535 and the Reformatio Legum Ecclesiasticarum*, 2000. £95. (£47.50)*
- Volume 9: Susan Mumm, *All Saints Sisters of the Poor. An Anglican Sisterhood in the Nineteenth Century*, 2001. £60. (£30)*
- Volume 10: Patrick Collinson, John Craig and Brett Usher, *Conferences and Combination Lectures in the Elizabethan Church. Dedham and Bury St. Edmunds, 1582–1590*, 2003. £60. (£30)*
- Volume 11: Tom Webster and Kenneth Shipps, *The Diary of Samuel Rogers, 1634–1638*, 2004. £60. (£30)*
- Volume 12: Mark Smith and Stephen Taylor, *Evangelicalism in the Church of England c.1790–c.1890*, 2004. £60. (£30)*
- Volume 13: Anthony Milton, *The British Delegation and the Synod of Dort, 1618–19*, 2005. £75. (£37.50)*
- Volume 14: Henrietta Blackmore, *The Beginning of Women's Ministry. The Revival of the Deaconess in the Nineteenth-Century Church of England*, 2007. £60 (£30)*
- Volume 15: G. M. Ditchfield, *The Letters of Theophilus Lindsey (1728–1808)*, vol. 1, 2007. £90. (£45)*
- Volume 16: Michael Snape, *The Back Parts of War. The Y.M.C.A. Memoirs and Letters of Barclay Baron, 1915–1919*. 2009. £60. (£30)*

- Volume 17: Susan Hardman Moore, *The Diary of Thomas Larkham, 1647–1669*. 2011. £70. (£35)*
- Volume 18: Melanie Barber and Stephen Taylor, with Gabriel Sewell, *From the Reformation to the Permissive Society. A Miscellany in Celebration of the 400th Anniversary of Lambeth Palace Library*. 2010. £100. (£50)*
- Volume 19: G. M. Ditchfield *The Correspondence of the Revd Theophilus Lindsey (1723–1808). Volume II: 1789–1808*. 2012. £100. (£50).*
- Volume 20: Natalie Mears, Alasdair Raffe, Stephen Taylor and Philip Williamson (with Lucy Bates), *National Prayers. Special Worship since the Reformation. Volume 1: Special Prayers, Fasts and Thanksgivings in the British Isles 1533–1688*. 2013. £100. (£50)*
- Volume 21: Andrew Atherstone, *The Journal of Bishop Daniel Wilson of Calcutta, 1845–1857*. 2014. £70. (£35)*
- Volume 22: Philip Williamson, Alasdair Raffe, Stephen Taylor and Natalie Mears, *National Prayers. Special Worship since the Reformation. Volume II: General Fasts, Thanksgivings and Special Prayers in the British Isles, 1689–1870*. 2017. £120. (£60).*
- Volume 23: Kenneth Fincham, *The Further Correspondence of William Laud*. 2018. £75. (£37.50).*
- Volume 24: Leonie James, *The Household Accounts of William Laud, Archbishop of Canterbury, 1635–1642*, £70)
- Volume 25: Peter Howson, *The First World War Diaries of the Rt. Rev. Llewellyn Gwynne, July 1915–July 1916* (£70)

Outside the main series the Society has published:

Patrick Collinson, *The History of a History Man. Or, the Twentieth Century from a Safe Distance*. 2011. Out of print.

Published by The Boydell Press, in association with the Church of England Record Society:

The Records of Convocation, ed. Gerald Bray. 20 vols, 2006.††

* indicates reduced price to members wishing to purchase back numbers or additional copies. Members should send orders for back copies to the Honorary Treasurer.

† now available as print on demand.

†† please contact Boydell and Brewer Ltd for details of these volumes.

FUTURE PUBLICATIONS

The following proposals for editions have been accepted for publication:

The Papers of the Elland Society 1769-1818, ed. John Walsh and Stephen Taylor.

National Worship from the Reformation to the Present. Volume 3: Days of Prayer and Special Prayer in Britain 1872–2002, ed. Philip Williamson, Alasdair Raffe, Stephen Taylor and Natalie Mears.

The Correspondence of William Sancroft, ed. Grant Tapsell.

The Sermons of the Revd John Sharp, ed. Françoise Deconinck-Brossard.

The Restoration of the Church of England: Canterbury Diocese, 1663, ed. Tom Reid.

Birkenhead, All Souls, and the Making of Herbert Hensley Henson: The Early Journals, 1885-1887, ed. Frank Field and Julia Stapleton.

Proceedings against the 'Scandalous Ministers' of Essex, 1644-5, ed. Graham Hart.

The 1669 Return of Nonconformist Conventicles, ed. David Wykes.

The Correspondence of Francis Blackburne, ed. G. M. Ditchfield.

The Letters and Papers of William Paley, ed. Neil Hitchin.

The Correspondence and Papers of Charles Simeon, ed. Andrew Atherstone.

The Correspondence and Papers of Archbishop Richard Neile, 1598–1640, ed. Andrew Foster.

The Diary of an Oxford Parson: the Revd John Hill, Vice-Principal of St. Edmund Hall, Oxford, 1805–1808, 1820–1855, ed. Grayson Carter.

Correspondence of Archbishop Lang with Bishop Wilfrid Parker, ed. Garth Turner.

Suggestions for publications are welcome and should be addressed to:

The General Editor, Dr Grant Tapsell, Lady Margaret Hall, Oxford, OX2 6QA or at grant.tapsell@history.ox.ac.uk.

CHURCH OF ENGLAND RECORD SOCIETY

2018-19

Patron

Professor D.N.J. MacCulloch, Kt., M.A., Ph.D., D.D., F.B.A., F.S.A., F.R.Hist.S.

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Honorary Treasurer

Sarah Flew, B.A., Ph.D., 40 Busbridge Lane, Godalming, GU7 1QD.

Council

The Rt Revd and Rt Hon Richard Chartres, Baron Chartres, KCVO ChStJ, PC, F.S.A

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Geordan Hammond, Ph.D, F.R.Hist.S.

David Ceri Jones, B.A., Ph.D., F.R.Hist.S.

Professor Stephen Parker, B.Ed., M.A., Ph.D.

Sara Slinn, M.A., PhD

David Wykes, B.Sc., Ph.D., F.R.Hist.S.(co-opted)

Membership Secretary

Nicholas Dixon, B.A. M.Phil.

CONSTITUTION, CHARITY REGISTRATION AND OBJECTS

CONSTITUTION

Charity Registration Number 1013701

The original constitution was adopted at the inaugural meeting of the Record Society held in the Great Hall, Lambeth Palace, on 19th December 1991. Paragraphs 8 and 11 were amended at the AGM on 6th December 1995, paragraph 4 was amended at the AGM on 6th July 1999, and paragraph 6 was amended at the AGM on 2nd July 2013.

1. The Society shall be called the Church of England Record Society.
2. The object of the Society shall be to advance the education of the public in the history of the Church in England, and in particular of the Church of England, from the sixteenth century onwards by the publication of primary sources of information.
3. Membership of the Society shall be open to individuals and institutions, and shall be constituted by the payment to the Honorary Treasurer of an annual subscription of such an amount as may be determined from time to time by the Council, payable in advance on the first day of January each year.
4. Each member of the Society shall be entitled to receive one copy of every work published by the Society in respect of his/her membership. If this copy is lost in the post, a replacement volume shall be supplied at no additional cost unless the loss is the result of a failure to notify the Society of a change of address. No member shall receive any such volume if his/her subscription be in arrears. Each individual member, and one representative from each subscribing institution, shall be entitled to attend and vote at general meetings of the Society.
5. There shall be a President of the Society who shall be elected for five years at the Annual General Meeting. In the event of his/her being unable to accept office, the Vice-President of longest standing shall act as President. There shall be not more than six Vice-Presidents who shall be elected for five years, on the nomination of the Council, at an annual general meeting.
6. The management of the affairs of the Society and of its funds shall be vested in a Council consisting of the Officers of the Society, namely the President, the Honorary Secretary, Honorary Treasurer, Honorary General Editor, and eight ordinary members to be elected at an annual general meeting of the Society. The ordinary members shall serve for not more than five years successively, elections taking place as vacancies occur. The Officers of the Society shall be elected annually, those retiring being eligible for re-election in that year. Nominations for Officers and members of the Council may be made by the Council and by any two members of the Society, and shall be communicated in writing to the

Honorary Secretary not less than three weeks before the Annual General Meeting. Retiring Council members shall not be eligible for re-election in that year. The Honorary Secretary shall be elected from among the Council Members.

7. The Council shall have the power to co-opt not more than two additional members, and to appoint committees. Vacancies among the Officers of the Society occurring between annual general meetings shall be filled by the Council. The Council shall meet at least once a year, and on any other occasion at the request of at least three of its members. Five members shall form a quorum.
8. An annual general meeting of the members of the Society shall be held each year to receive a report of the work of the Society with its inspected or audited accounts as required under paragraph 11; to elect Officers, members of the Council, and an inspecting accountant or Honorary Auditor for the year ensuing; and to transact any other business. Not less than one month's notice of the meeting shall be given to members.
9. A special general meeting may be called at the discretion of the Council or at the written request of 15 members of the Society. Not less than one month's notice of such a meeting shall be given to members.
10. All monies raised by or on behalf of the Society shall be applied to further the objects of the Society and for no other purpose provided that nothing herein contained shall prevent the payment in good faith of reasonable and proper remuneration to any employee of the Society or the payment to members of the Council of reasonable out-of-pocket expenses.
11. The Treasurer shall keep proper accounts of the finances of the Society. The Society's year of account shall be 1 January to 31 December. The accounts shall be subject to an independent review at least once a year by the inspecting accountant appointed at the Annual General Meeting. Should expenditure or income exceed the limits set by law for this arrangement, the accounts shall be audited by the auditor or auditors appointed at the Annual General Meeting. A statement of the accounts shall be submitted by the Council to the Annual General Meeting as aforesaid, and circulated with the notice of the Annual General Meeting.
12. A bank account shall be opened in the name of the Society with such bank as the Council shall from time to time decide. All cheques up to a maximum determined from time to time by the Annual General Meeting shall be signed by the Treasurer only. The Council shall authorise in writing the Officers of the Society to sign cheques on behalf of the Society. All cheques must be signed by not less than two of the authorised signatories, and where possible shall be signed by the President and Treasurer. No expenditure shall be incurred without the prior approval of the Council.

13. Alterations to this Constitution shall receive the assent of two-thirds of the members present and voting at an annual general meeting or a special general meeting. A resolution for the alteration of the Constitution must be received by the Honorary Secretary of the Society at least twenty-one days before the meeting at which the resolution is to be brought forward. At least fourteen days' notice of the resolution must be given by the Secretary to the membership, and must include notice of the alteration proposed. Provided that no alteration to clause 2, clause 14 or this clause shall take effect until the approval in writing of the Charity Commissioners or other authority having charitable jurisdiction shall have been obtained; and no alteration shall be made which would have the effect of causing the Society to cease to be a Charity in law.

14. If the Council by a simple majority decide at any time that on the ground of expense or otherwise it is necessary or advisable to dissolve the Society it shall call a meeting of all members of the Association who have the power to vote, of which meeting not less than one month's notice (stating the terms of the Resolution to be proposed thereat) shall be given. If the decision shall be confirmed by a majority of those present and voting at such a meeting, the Council shall have the power to dispose of any assets held by or on behalf of the Society. Any assets remaining after the satisfaction of any proper debts and liabilities shall be given or transferred to such other charitable institution or institutions having objects similar to the objects of the Society as the Council may determine and if and in so far as effect cannot be given to this provision then to some other charitable purpose.

As amended 2nd July 2013.

THE ANNUAL GENERAL MEETING
OF THE
CHURCH OF ENGLAND RECORD SOCIETY

will be held in
The Great Hall, Lambeth Palace, London, SE1 7JU
on
Monday 8 July at 4.15 p.m.

before the Annual Lecture, entitled

**‘WHY STUDY THE HISTORY OF THE CHURCH?
REFLECTIONS ON ENGLISH HISTORY FROM THE
SEVENTEENTH TO THE NINETEENTH CENTURY’**



to be given by

Professor Stephen Taylor (University of Durham)

R.S.V.P. by 4th July to Dr Mary Clare Martin (m.c.h.martin@gre.ac.uk)

**AGM at 4.15 p.m.
Lecture at 5.00 p.m.**

Entrance *via* the Main Gate, Lambeth Palace. SE1 7JU