

The inability to hold live meetings and the resignation of our Editor necessitated a reassessment of producing our Journal and how we could communicate with everyone. Your Committee now meet regularly online and, with a little jiggling of timings, our Agents in Canada and Australia have joined these meetings for the first time. We followed the decision agreed at the AGM in 2020 and as our expenses were likely to reduce, we reduced the subscription rate. We have also replaced our Journal, *Mecca News*, with a bi-monthly newsletter thanks to the hard work of our Treasurer. Although not as large as *Mecca News* issues, the newsletter is proving popular especially as it is keeping your Committee in contact with you, the member, more frequently as well as providing items of interest and news, so we would encourage everyone to send in any stories, or snippets of interest you find, to the Editor. Those few who have no email address, have been sent hard copies of the newsletters so they have not missed out, but we would encourage all members to let us have a contact address to help keep costs down.

We are now looking to the possibility of taking on new projects, including working on a new website, so would welcome suggestions for the way the Society can move in the future.

Jo Heron

ITEM 5 - FINANCE - TREASURER'S REPORT

Overall, the Society had a net deficit for the 2020-21 financial year ending 5 April 2021. The loss was primarily due to the production and sales costs arising from the launch of the Society's Metcalfe Family Histories book. Total assets were similar to 2019-20 with liquid assets reduced and stock (mainly the new book) up by similar figures.

Income

At the AGM in October 2020 members changed the membership fee to a flat annual charge of £10 (with a newly joining/re-joining fee of £15). This had an effect on the membership revenue of some 23% on previous year's figures (down from £5288 to £4081 on similar membership numbers). Gift Aid was for the year 2020-21 – the previous year's figures were for two years. Sales were much higher primarily due to the sales of the *Metcalfe Family Histories* book for the first time. Sales of the *History of the Clan* were nearly 80% up on previous year's sales. General sales were similar.

Payments

Expenditure was up by some £7620 mainly due to the new book costs. The last *Mecca News* (in large format and full colour) also increased costs. The other charges were relatively similar to the previous financial year.

Year End Comments

The review by the Independent Examiner (Mr I Wright FCA) was carried out with relatively few matters to be dealt with. Approval was given on 17 June 2021. The Trustees consider that the Society has sufficient funds to meet its known future obligations and the Society's financial position is considered satisfactory.

Peter Dobson, Treasurer

SALES

With the lock down and isolation situations, many people have turned to the internet which has proved a bonus for the Society, with new memberships and sales, particularly of our books.

Jo Heron

The Metcalfe Society

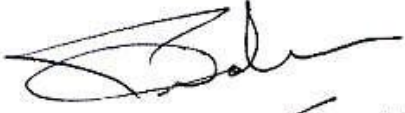
Receipts & Payments Accounts

For the Year ending 5th April 2021

	General Fund	Restricted Fund	Total Fund	Previous Year
	£	£	£	£
Receipts				
Memberships	4081	0	4081	5288
Donations	177	0	177	35
Gift Aid	324	0	324	702
History of the Clan	1542	0	1542	848
Metcalfe Family Histories	3977	0	3977	0
Other Sales	506	0	506	477
Muster Income (inc Raffle and Sales)	0	0	0	561
DNA Project	0	0	0	0
Interest Received	6	0	6	6
Total Receipts	10612	0	10612	7917
Payments				
Newsletter Production & Distribution	2723	0	2723	1805
AGM/Muster - Venue Hire	0	0	0	154
AGM/Muster - Expenses	0	0	0	340
AGM/Muster 2021 - Venue Deposit	0	0	0	300
Fairs & Exhibitions	0	0	0	232
Web Site Updates	84	0	84	0
Website Fees	278	0	278	263
Wills project	0	0	0	0
Metcalfe Family Histories	8253	0	8253	185
Storage	300	0	300	300
Committee Costs	27	0	27	157
Archivist/Research Costs	0	0	0	181
DNA Project	0	0	0	0
PayPal Costs	207	0	207	132
Sales Costs & Purchases	821	0	821	941
Admin Costs (inc leaflets)	9	0	9	4
Affiliation Fees - GOONS/FFHS/YGFHS/YNP/NWGFHS/	174	0	174	233
Accountancy	210	0	210	210
Insurance	121	0	121	121
Total Payments	13207	0	13207	5557
Net Deficit	-2594	0	-2594	2360

Statement of Assets & Liabilities for year ending 5 April 2021

Assets	£	£
Stock		5065
Cash Funds		
Barclays Bank	10965	
Less Unpresented Cheques (2)	204	10761
Scottish Widows		5617
Pay Pal		231
		16609
Total Assets		21674
Liabilities		
Memberships in advance		1296
Third Party sales		115
Total Liabilities		1411


Treasurer
The Metcalfe Society
17 June 2021

ITEM 6 – REPORTS

ARCHIVIST

Our new Archivist is settling into the job, answering enquiries and tracing new members details, although not all new members have submitted a Birth Brief. We would ask that anyone who has yet to do so, or has found additional connections, to let Liz know.

DNA Project

The project is still continuing, awaiting results for a number of tests.

Martin Metcalfe

DATABASE KEEPER

In anticipation of a new website/database, I am currently trawling the Main Index database for errors or legacy mistakes from when the data was originally transferred onto the internet, and correcting them. At the same time because the General Registration Office made available on-line, the mother's maiden name for about 32,000 birth certificate indexes for the period 1837-1911, I am adding/merging these into the database where possible.

In the past, dates for say the baptism or birth of children on their parent's page, were shortened to save space, also numerous abbreviations were utilised. My aim is to remove these to make the database more readable & user friendly.

It is now 18 months since my last search through microfilms at North Yorkshire County Record Office for records that have been previously unavailable or overlooked. Sadly, the pandemic has restricted opening hours and the compulsory wearing of masks means that when my glasses steam up, which they inevitably do, reading a parish clerk's "suspect" writing is almost impossible. Hopefully next year things "may" return to normal, and I can return.

David Metcalfe

MEMBERSHIP

Despite the problems everyone has been having, membership has held up fairly well and new members have continued to join the Society. In addition, we have had a number of ex-members who have now rejoined. We would encourage everyone to send in additions/new information to your tree as and when you find them so we can expand our database. However, we have been notified of the deaths of four of our members, all UK members, Brian Metcalfe, Jack Metcalfe, Dorothy Pope and Peter Trueman. If you know of any additional changes, please let us know.

Jo Heron

NEWSLETTER EDITOR

On the cessation of the Society's Mecca News with the issue of the large format/all colour edition in December 2020 the Society arranged to produce a newsletter to fill the gap.

Up to 5 April 2021 three newsletters were produced of 4/6 pages and distributed to members. Currently a newsletter is the main form of communication between the Society and its members and further regular issues are planned during 2021 (two others have been despatched since April).

After some initial technical issues, the newsletters are not causing too many production concerns. However as with the previous Mecca News the lack of articles, snippets etc from the membership does make content an issue! If you have any items you wish to send in, comments to make do not hesitate to send them to me.

Peter Dobson

OVERSEAS LIAISONS

Dianne Fox and Susan Harper have agreed to act as liaison/contact for Australia and Canada. A contact for American members is being arranged. It is hope that these groups will prove a useful support for members around the world, and a good source of items for the newsletter.

Jo Heron

SOCIAL MEDIA

Monitoring our own Facebook and checking other sites in the Yorkshire area has resulted in a number of contacts and enquiries being dealt with. Over the Covid period, there has been a proliferation of local Facebook sites covering the Dales and Yorkshire area.

Lesley Longworth

WILLS PROJECT

This is continuing with the transcription of wills from the National Archives, now back into the 1600's. I would like to extend my heartfelt thanks to all those involved in the Project, who have put in a lot of time working through some difficult writing to produce a transcript for us. The new wills will be loaded on to the new website when it goes live, and if any member has a copy of one relating to their own family, we would be happy to add it to the database – it might just help another member to find an ancestor.

Jo Heron

FEDERATION OF FAMILY HISTORY SOCIETIES REPORTS

We are members of the FHF. The pandemic resulted in a deferment of the 2020 AGM from the planned event in Oxford to one held virtually online in May. The FHF held its first online "Really Useful Show" in the autumn which replaced a planned event organised by Family Tree Magazine in April 2020, at the Alexandra Palace, which Covid 19 restrictions meant had to be cancelled. We had a 'booth' at the inaugural event but only one person contacted us for assistance. The day included talks and advice workshops. There were a number of gremlins, as might be expected, but overall, the day was deemed a success and lessons were learnt for the 2021 similar Show in April 2021. FHF have held a number of meetings online with Zoom for member societies during the year ('coffee mornings') and have also successfully arranged their committee meetings using this medium.

David Lambert

NORTHWEST

We belong to the NW Group of Family History Societies. The pandemic restrictions have meant that during the year it has not been possible for live 6 monthly meetings of representatives to be held. They last met face to face in February 2020. Emails of the committee members have been circulated periodically and a virtual Zoom meeting is planned in the coming weeks. The Group were setting up a London area group for member societies just before the lockdown but this was affected by the restrictions.

David Lambert

YORKSHIRE

There are 20 plus Family History Societies in this group. All meetings have been held online over the last year and members of the Group have been extremely helpful about a number of online and computer matters which we can put into practice ourselves. Most groups started using online meetings for their own individual societies and these are proving very successful, encouraging members, and non-members, from overseas as well as from a long way from Yorkshire. The Group has also raised concerns and problems connected with sales and payments, and potential problems with data protection and online meetings – advising groups to check their constitutions.

Jo Heron

ITEM 7 - RESOLUTION TO AMEND THE CONSTITUTION

Until April 2021 the Covid regulations permitted Societies to hold online meetings for committees and members despite there being no power to do so in the Constitution. This is no longer the case. To enable the Society to hold meetings in the future online virtually (e.g., by using Zoom) or as hybrid meetings, which combine presence in person by some and online virtually by others, we need to amend the Constitution. The amendments are required in the section headed 'Meetings'.

Under the Constitution the proposed resolution requires 2/3rds of the members present and voting at the AGM to approve the amendment.

To keep the changes as simple as possible the resolution proposes that the section as it presently stands should remain unaltered and that new paragraphs be added at the end. If meetings are to be held virtually online or as hybrid meetings electronic voting will probably be required to replace voting by a show of hands. The mechanisms for this can be decided (if you agree to alter the Constitution) by the Executive Committee prior to sending out a Notice of Meeting on each occasion. These explanatory notes do not form part of the Resolution but are written to explain the need for and consequences of the amendments

RESOLUTION TO AMEND THE CONSTITUTION

THAT the section of the Constitution headed 'MEETINGS' be amended by adding the following new paragraphs after the existing two paragraphs namely:

" MEETINGS

"Meeting" in this constitution means a General Meeting of the Members of the Society including where the context so admits an Annual General Meeting, an Extraordinary General Meeting, a Special General Meeting and also an Executive Committee or Sub-Committee Meeting.

Any Meeting may be held (a) physically (b) online as a virtual meeting or utilising some other facility enabling all people participating in the Meeting to communicate interactively and simultaneously with each other or (c) as a hybrid meeting combining attendance in person and online as the circumstances allow and the Executive Committee decide.

A Meeting shall take place at the physical location specified in the Notice calling the Meeting . If the Meeting is called as an online virtual Meeting , the Meeting shall take place on the electronic or virtual platform used by the Society to host the Meeting. If the Meeting is called as a hybrid meeting, the Meeting shall be located at the physical location where the Meeting is to be held and on the electronic or virtual platform used by the Society. The Notice of Meeting shall specify such platform and host and give details of how members can join the Meeting.

The expression "present in person" means that a member who is entitled to attend and vote at a Meeting may participate: (1) by being physically present at the location of the Meeting stated in the Notice of Meeting or (2) if it is held virtually online or as a hybrid meeting, by participating in the Meeting via the electronic or virtual platform referred to in the Notice of Meeting.

Members present in person shall count towards any quorum required for the relevant Meeting and a person attending a Meeting virtually including a hybrid meeting shall have the same rights to receive notice, speak, vote and otherwise participate in the Meeting as they would have if physically attending the Meeting in person.

At any Meeting a resolution put to the vote of the Meeting shall be decided on a show of hands or for those attending the Meeting virtually online or at a hybrid meeting by voting electronically (if the facility is available) and in accordance with the voting procedures notified prior to the Meeting. A declaration by the Chairman that a resolution has on a show of hands or electronically been carried unanimously or carried by a particular majority, or lost, and an entry to that effect in the book containing the minutes of the proceedings of the Society shall be conclusive evidence of the fact without proof of the number or proportion of the votes recorded in favour or against such resolution.

The Chairman of a Meeting being held virtually or as a hybrid meeting if the virtual or hybrid meeting platform experiences technical issues, including the ability for the Chairman to postpone or adjourn the Meeting without

seeking the consent of the Meeting, may adjourn the Meeting from time to time and from place to place, but no business shall be transacted at any adjourned Meeting other than the business left unfinished at the Meeting from which the adjournment took place.”

ITEM 8 - ELECTIONS

The current Trustees and the Committee have agreed to continue in their roles for the coming year. However, if you feel you could, or would like to, contribute to the working of the Society, or would like to take on one of the roles already designated, or can suggest a new role (and someone to fill it) we would be delighted to hear from you. Some of the Committee currently fulfil several roles – so we are open to suggestions. Please let me know if you wish to discuss helping and I can give you more details. As the old saying goes, *many hands make light work*.

We have been meeting, online, bi-monthly, for about 1-2 hours. This is usually in the evening for the UK members, and early morning for our Australian and Canadian members, and the contribution from our overseas members has been invaluable.

Trustees:

Chairman:	Jo Heron	Treasurer:	Peter Dobson
Database Keeper:	David Metcalfe	Without portfolio:	David Lambert

Extended team:

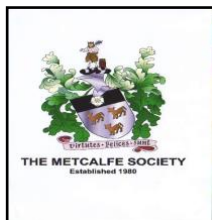
Archivist:	Liz Waller	DNA Project	Martin Metcalfe
Social media	Lesley Longworth		
Overseas Agents	Dianne Fox (Australia), Susan Harper (Canada)		

ITEM 9 - THE FUTURE OF THE SOCIETY

Despite everything that has happened over the last 12-18 months, the Society is still going strong and looking forward to 2022. If you have any suggestions for projects we can undertake and offers of help, the Committee would be delighted to hear from you, so please do send in your suggestions.

Please register in advance for the AGM at:

<https://us02web.zoom.us/meeting/register/tZckduirpj8iGtxiq10sCSngcrlZ0-fX5f4t> or use the proxy voting form below to register your vote.



The Metcalfe Society
Registered Charity no. 1000879
ANNUAL GENERAL MEETING
19.00 (London time). Saturday, 3rd October 2021
Held as a virtual meeting on ZOOM
PROXY VOTING FORM*

IF YOU ARE UNABLE TO ATTEND THE MEETING BUT WISH TO REGISTER YOUR VOTE, PLEASE SIGN BELOW, COMPLETE THE DETAILS AND RETURN THE FORM BY 1ST OCTOBER 2021.

NAME:..... **MEMBERSHIP NO.**
ADDRESS.....
EMAIL ADDRESS

PROXY CONSENT SIGNATURE

⁽²⁾ If you want to appoint the chairman your proxy.

ITEM	SHORT DESCRIPTION	VOTE FOR	VOTE AGAINST
3	Approval of Minutes	[]	[]
4 and 5	Acceptance of reports	[]	[]
6	Recommended subscriptions	[]	[]
7	Election of Chairman : Jo Heron	[]	[]
	Treasurer : Peter Dobson	[]	[]
	2 other officers: David Metcalfe (database)	[]	[]
	David Lambert (trustee)	[]	[]
9	Appointment of Independent Examiner	[]	[]
10	Approval of committee's proposals for future	[]	[]

TO USE A PROXY VOTE, TICK THE BOXES AS PREFERRED. THE CHAIRMAN WILL HOLD YOUR VOTE UNTIL THE APPROPRIATE TIME.

Please sign and return the form before 1st October to Jo Heron 17 Bailey Walk Wakefield WF4 3QW or send a scanned signed copy to membership@metcalfe.org.uk

SOME FURTHER DETAILS OF THE ONLINE AGM.

We would like as many of you as possible to register to attend the virtual AGM. Please register in advance for this meeting at:

<https://us02web.zoom.us/join/tZckduirpj8iGtxiq10sCSngcrlZ0-fX5f4t> Please note that if you are unable to attend the meeting, you can still send in your vote by proxy to the Chairman at the above address, but this will not be counted if you do attend the meeting. A reminder will be sent a day or so before the meeting to those registering electronically. You will not need to pay any fee to join the meeting.

***PROXY FORM**

This form is for use by those who will be unable to participate on the day but would like to register their vote. By signing the proxy, you will be counted as 'present' for the purposes of the quorum and in attendance at the meeting. You are asked to indicate a preference on those proposals which require a vote. You can still allow the chairman to vote as s/he sees fit if you wish by simply signing the form but not ticking any of the preference boxes.