

**The Newcomen Society for the Study of the History  
of  
Engineering and Technology  
Trustees' Annual Report for the Session ended 30th Sept 2009**

**Introduction:** This Annual Report consists of a review of the main activities and achievements of the Charity and seven appendices as required by the Charity Commission's Statement of Recommended Practice (SORP2005) and one last appendix which sets out the Statement of Financial Affairs (SOFA):

**Main Body of the Report:** A review of the main activities and achievements

**Appendix 1:** Reference and Administrative Details of the Charity, its Trustees and Advisers:

**Appendix 2:** Structure, Governance and Management

**Appendix 3:** Objectives and Activities

**Appendix 4:** Achievements and Performance

**Appendix 5:** Financial Review

**Appendix 6:** Plans for Future Periods

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**Appendix 8:** A summary Statement of Financial Affairs (SOFA)

## Summary of the Main Activities and Achievements of the Society

[1] **Introduction:** The Council of the Society is pleased to present its report on the Session 1st October 2008 to 30<sup>th</sup> September 2009. All activities during the session were directed to the pursuit of the Society's objectives as stated in the Memorandum of Association.

[2] **Editorial Board:** During the year the Society formed an editorial board of eminent engineers and historians to give advice on its publications.

[3] **Council Meetings:** The Council met three times during the Session (in October, February and May). Other committees met as necessary for the conduct of the Society's business.

[4] **Membership Numbers:** The Council reports a decrease in individual membership numbers from 755 members at the beginning of the Session to 735 individual members at the end of the Session. Council seeks the help of all members in publicising the work of the Society and in actively encouraging growth in membership.

[5] **Summary Statement of Financial Affairs for the Year Ended 30th June 2009:** The Summary Statement of Financial Affairs & Schedule of Administrative Expenses are attached.

[6] **Annual General Meeting:** The Annual General Meeting was held on 14th January 2009 and was chaired by Professor David Perrett (President).

The Meeting approved the Statement of Accounts and Report of the Directors for the year ended 30 June 2008.

Professor David Perrett was elected as President and Dr John Russell was elected as Vice-President. Mr Tim Crichton was re-appointed Hon Treasurer and Dr Peter Merriman was re-appointed Hon Secretary. All these appointments run from 1<sup>st</sup> October 2009.

Professor Frank James, Mr Rob Shorland-Ball and Dr Fred Starr were elected unopposed, to serve as "Elected Members" from 1<sup>st</sup> Oct 2009.

Messrs Errington Langer Pinner, Chartered Accountants, were re-appointed as the Society's Reporting Accountants to produce an Independent Examiner's Report. Council was authorised to fix their remuneration.

### [7] **London Evening Meeting Lecture Programme for the 2008-2009 Session:**

As usual, the London lecture programme comprised eight papers which were as follows:

- *William Thomas Mulvaney (1806 – 1885) – the story of a Civil Engineer* by Olaf Schmidt-Rutsch;
- *Archibald Sturrock and the Steam Tender Experiment* by Tony Vernon (Member);
- *The Transport Revolution* by E F Clark (Past President);
- *Building Knowledge: British engineering design in the late 19<sup>th</sup> Century* by Dr Klaus Stauber;
- *The Western Canal – forerunner of The Kennet and Avon Canal* by C Ian Broom (Member);
- *Robert Stephenson: Chief Telegrapher?* by Dr Neil Barton (Member);
- *The Polonceau Roof and its Analysis* by Professor Stefan Holzer;
- *Dickinson Memorial Lecture: Airbus* by Dr Gareth Williams.

There were self-financing buffet suppers at the Science Museum after the first and last meetings of the Session.

#### **[8] Midland Branch Report for year to 30<sup>th</sup> September 2008:**

The partnership with Thinktank, the Birmingham Science Museum, continues to provide splendid facilities for the evening meetings held during the winter. Attendance dropped to just below sixty this winter, partly caused by the bad weather, and was roughly split equally between members and guests. The Branch is grateful for the support of the Chief Executive of Thinktank and pleased that the attendance by non-members justifies the museum's continuing to provide the lecture theatre and a member of technical staff to operate the equipment. The pay bar, available in the building before the meetings, operates on a regular basis and can provide snacks and drinks before the meetings while a local pub provides suitable refreshment after the meeting, for those wishing to continue conversation before going home.

The following lectures were presented:

- *The Tale of the Toilet* by Terry Woolliscroft had to be postponed as he was in hospital and Dr. Jim Andrew spoke about *Identifying Antiques from Marks and Inscriptions*;
- *John Penn & Sons – Marine Engineers of Greenwich* by Richard Hartree;
- *Acid Towers and the Control of Chemical Pollution 1823-1826* by Peter Reed;
- *William Sandys and River Navigation* by Dr. Peter King;
- *Galton's Mill and its remarkable iron waterwheel* by Tim Booth;
- *The Presidential Address Days at the Factories* by Professor David Perrett;
- *Micro Systems Technology (MST) in Medicine* by Dr. David Hitchings.

(J H Andrew, Hon Secretary, Midland Branch)

#### **[9] North Eastern Branch report for year to 30<sup>th</sup> September 2009:**

The Branch once again enjoyed the hospitality of Discovery Museum in Newcastle upon Tyne. Five meetings were held during the 2008 - 2009 session and, in addition, very successful visits were made to Souter Point Lighthouse and Washington F Pit Museum. These are detailed below.

- *Early Electricity Supply in London* by Rev Robin Brooks.
- *Visit to Souter Point Lighthouse and Washington "F" Pit Museum.*
- *Presidential Address: Days at the Factories* by Professor David Perrett;
- *North East Dry Docks* by Professor Ian Buxton Dobson
- *The Art of Robert Stephenson – Images of the Man, his life and his works* by Michael Taylor. A joint meeting with the Institution of Civil Engineers, Northumbria.
- *The Development of Open Cast Mining in the UK* by David Blythe

## **[10] Western Branch report for year to 30<sup>th</sup> September 2009:**

### **Meetings:**

*The attendance at meetings varied from 8 to 36 and the average was 18 discounting the joint meeting with BIAS our average attendance was 15. Typically there are 5 committee members, 2 or 3 ordinary members, and the remainder are visitors.*

### **Newsletter:**

The first two issues of our newsletter, *The Western Courier*, was a great success and issue 3 appeared on time in April 2009 (issue 4 in September, 2009). They consist of 6 A4 pages (12 sides) and September's was 14 sides. Some of the articles have been adapted for *Links*.

### **Venue:**

We have now held three meetings at our new venue, the Bristol Aeroplane Welfare Association (BAWA) and we find the accommodation to be excellent. There is built-in digital projection etc, free parking, and the area has suitable pubs/restaurants. We have reserved the room for future meetings. Numbers have been down slightly at the new venue, probably because BIAS issued incorrect location instructions to their members. This has now corrected.

### **Summer Visit 2008/9:**

*The summer visit for 2009 did not materialise due to circumstances beyond our control, this was a big disappointment. Arrangements are in hand for visits in 2010.*

### **Exhibition:**

On 21<sup>st</sup>-23<sup>rd</sup> August 2009 we had a stand at the Bristol Model Engineering and Hobbies Exhibition and use the Newcomen Society's display panels etc. This year is the centenary of the Bristol Model Engineering Club so a special effort was made with additional models on display. The stand was well attended and received a fair share of visitors. Some books were sold and many application forms distributed. Once again our thanks go to the Branch members who voluntarily manned the stand over the 3 days.

### **Library:**

Our library of donated books on engineering history, transactions of various institutions and, of course, the Newcomen Society's transactions, we also have Bulletin (*Links*) from 1962, is now well established and the uptake by members is increasing.

### **Social Evening:**

The 2009 Social Evening took place on 29<sup>th</sup> May at Marsh Farm Hotel, Swindon, and was attended by 12 Newcomen members and 24 IMechE (Swindon) members. We heard an excellent talk on the *Titanic* given by a world expert in the sale of Titanic memorabilia.

(David Worth, Chairman.  
Dr. Bryan Lawton, Secretary)

## **[11] North Western Branch Report for year to 30<sup>th</sup> September 2009:**

Four lectures were given at the Museum of Science and Industry in Manchester:

- *The Canal and Rail Engineering of Camden* by Peter Darley;

- *Presidential Address: Days at the Factories* by Professor David Perrett;
- *John Harrison and the Marine Chronometer* by David Rooney (Royal Observatory)
- *Underground Manchester* by Keith Warrender (A joint meeting with The Institution of Civil Engineers Manchester Branch).

We wish to thank the Chairman of the Museum Trustees, Professor Laurie Wood and the Director, Steve Davies, for making facilities available for our meetings.

In addition, two further lectures were held jointly with the Institution of Civil Engineers the first at the Reynold Building of the University of Manchester:

- *Newcastle High Level Bridge: Investigation and Restoration* by Richard Bell

the second was held at an hotel in Chester with the Institution's North Wales and Cheshire Branch:

- *Restoration of the Welsh Highland Railway* by John Startin and John Shreeves Bell

The numbers of members attending meetings continues to be low, but total numbers attending were boosted by the joint meetings with the Institution of Civil Engineers and general invitations to members of the Friends of the Museum of Science & Industry and the Manchester Regional Industrial Archaeological Society.

(Michael Bailey, Chairman, North Western Branch)

## **[12] Southern Branch report for year to 30<sup>th</sup> September 2009:**

Branch Officers are: Bob Otter, Chairman and Secretary; Mike State, Treasurer; Jim Cockburn, Publicity.

There has been no change in the organisation of Branch activities. Attempts to enlarge the three-man committee have proved fruitless. As with the previous year it was decided to concentrate upon an evening lecture programme, held in the Portland Building of the University of Portsmouth. The following papers were given:

- *The Railway Navvies* by Dr Bob Otter
- *Warships of the Ancient Mediterranean* by Alec Tilley
- *“It’s amazing how many shapes the neck of a bottle can take” – how a topologist changed the shape of British Computing -* by Dr David Anderson
- *The History of the Liberty Ships* by David Aris
- *Searching for Trevithick’s London Railway of 1808* by John Liffen (Member)
- *Templar and Parlby, Eighteenth Century Engineering and Building Contractors to the Royal Dockyards* by Stuart Drabble
- *The Conservation of the Grotto at Ascot Place, Berkshire* by Michael Underwood
- *Hampshire Buildings Preservation Trust: Helping to Save our Heritage* by Deane Clark

### **[13] Scottish Branch report for year to 30<sup>th</sup> September 2009:**

There were two lectures during the Session.

- *John Scott Russell & the Solitary Wave and John Scott Russell's anti-vibration proposal for suspension bridge decks by Chris Eilbeck and Roland Paxton*
- *The George Bennie Railplane and the Hugh Fraser Air-rail Systems of Transport by Malcolm Thwaite*

Both meetings were held jointly with the Panel for Historical Engineering Works.

(Sandra Purves, Acting Chairman & Hon Branch Secretary)

### **[14] The Activities Committee:**

The Activities Committee met three times during year 30<sup>th</sup> September 2008-30<sup>th</sup> September 2009. Vyvyan Vickers hosted the meetings and we wish to thank him again for providing accommodation and support at no cost to the Society.

The year was marked by significant changes to the committee. David Worth, Chairman, stood down in September 2009 to be replaced by Bryan Lawton; Ron Bristow, our long-standing secretary, stood down and was replaced by Brian Turner; and Paul Saulter retired after some eighteen years organising Spring/Summer/Autumn Meetings, both at home and abroad. Also, in line with the general re-organisation of the Society under its new President, a new Activities Committee was formed to look after activities nationally, and is to meet for the first time shortly (9<sup>th</sup> December). The old Activities Committee is to remain in being as the Activities Sub-Committee and is to organise one-day events in the London area and the Social Evening.

A number of successful local and foreign visits were organised during the year. Following a request the Social Evening transferred from February to July but was eventually cancelled because it was too close to the Society's Summer Meeting in Asturias, N. Spain.

The successful visits included:

- 11<sup>th</sup> September, Rolls Royce, Filton, Bristol.
- 1<sup>st</sup> October, Rail Accident Investigation Branch, Derby.
- 4<sup>th</sup> March, Museum of English Rural Life, Reading,
- 6<sup>th</sup> June, Whitechapel Bell Foundry, London,
- 29<sup>th</sup> June-5<sup>th</sup> July, Summer Meeting, Asturias, Northern Spain.
- 19<sup>th</sup> Aug, Brooklands Museum, Weybridge,
- 16<sup>th</sup> September, Fenlands Pumping Stations etc, East Anglia,
- 27<sup>th</sup>-29<sup>th</sup> November, Weekend Meeting in Newcastle, Tyne and Wear Metro Works, Discovery Museum, etc

Attendance at these visits continues to be very healthy and they continue to cover their costs.

I should like to thank all the members of the Activities Committee for their hard work over the last year. I am confident that the new committee arrangements will be a great improvement and will enable us to continue offering a varied and interesting programme to our members.

(Dr Bryan Lawton,  
Chairman Activities Sub-Committee.)

### **[15] Summer Meeting, Asturias**

This meeting took place between 29<sup>th</sup> June and 4<sup>th</sup> July and was based on Gijon. The visit had been arranged via Paul Salter through the good auspices of ICUNA, the regional IA society and their President Miguel Areces with additional suggestions for visits coming from John Boucher and myself. Some twenty eight members and guests checked into the hotels in Gijon having arrived there by various means including driving all the way from Surrey!

On our first evening we were the guests of ICUNA at a traditional espicha (party) in a small traditional llagar (cider factory) where we were treated to copious amounts of cider made on the premises served by either the traditional high pouring method or by tapping the barrel directly both methods are intended to aerate the cider before it is drunk. Following a tour of the production facility we were then tempted to an extensive buffet supper of local foods washed down by even more cider.

The following morning we were taken by coach to the administrative offices of the Gijon Port Authority where following a detailed introduction by a construction engineer to the port, which now specialises in bulk handling along with being a port of call for cruise liners. The original port in the city itself is now mainly used as a marina and the commercial port is some 5 km to the west. It is current undergoing a massive expansion costing €830M to make it a major European port. We were driven through the construction works associated with the new port and out along the under-construction breakwater, some 3.8 km long to its incomplete tip. We then visited the railway museum in the former train station of the RENFE system built 1872-73. The museum houses a large collection of mainly metre gauge locomotives many from the mining regions to the south of the town. The collection includes a 1902 Hudson-Hunslet locomotive and 1900 Robey portable engine. Five locos are kept in working order and run on a short section of track at holiday times. There is also a covered area for restoration work and this included a steam hammer rescued from the Port and now dumped in a railway wagon.

Each day we were given a lunch themed to that days visits and we quickly discovered that an Asturian lunch not only starts at 2 and lasts until 4 it is massive and washed down with copious quantities of red wine! In Gijon it was fish based with gigantic amounts of Paella just for the first course. A second equally large main course was then served followed by dessert.

Following lunch we visited to the Museum of the Asturias, the regional folk museum with its typical houses and barns. Since the museum was on the edge of Gijon most of us took the opportunity to work off lunch by walking on the sandy beach back to our hotels.

Our first visit on Tuesday took us the *E-on* hydroelectric power plant in a wooded valley near Arbon where we were welcomed by the company's regional engineer. There has been a hydroelectric station on the site since 1905 but the present station dated from 1963. A drop of 104m drives 2 Kaplan turbines generating 28MW each.

Travelling further west the main road is only two lanes and a head-on crash by two heavy lorries completely blocked the road and seriously delayed us arriving in the metal working area of Taramundi. This very remote mountain village is famous for the manufacture of knives. After a substantial barbecue lunch, we were guided around the mill complex which had both overshot and more the locally more common horizontal waterwheels. A working set of vertical fulling hammers which we were told can still be seen in some fulling mills in other parts of Spain were demonstrated. The local skill of knife grinding using waterpower was demonstrated. We were then given a demonstration of the working of iron using water powered trip hammers. We and the local children were literally in the forge whilst metal pieces were shaped and sparks were going everywhere. A nearby substantial complex of mills from a Museum of Milling now illustrates the developing of mills worldwide as well as in Asturias was then visited. Displays included a Chinese foot driven mill as well as a small hydroelectric plant. Unfortunately the earlier delay on the road prevented us visiting a working local cutlery forge.

Wednesday was our day "cidershire" but first we were privileged to have a very rare visit to the Arsenal in Oviedo the capital of Asturia. First there was a considerable and nerve racking time when the Arsenal's security staff demanded to examine our documents. Since most of the party were not carrying their passports it looked like we would not be allowed in. Finally we were admitted and it even seemed that UK bus passes could substitute for a passport. The Arsenal had been established in 1794 and continues to occupy the same City centre premises. Flintlock rifles first made there in 1796 and examples of these along with later products were examined in the company museum. Then followed a tour of the modern production facilities in the Arsenal that presently employs 362 workers. The main components under manufacture were titanium parts for the Israeli Spike missile, a 30mm cannon for the main Spanish battle tank and some parts for Rolls Royce.

The coach then took us to the cider factory of El Gaitero in Villaviciosa. This large cider works was established in 1882 and now has a production of 25 million bottles of cider per year. Unfortunately July is well before the apple harvest so activity in the factory was minimal. We were taken through the complete process and shown the hundreds of massive vats in which the apple juice is fermented. The visit finished with a well needed sampling before we were taken off for a substantial cidershire lunch in a mountain village above Villaviciosa. After lunch we visited the Museum of Cider in Nava where we could try the traditional high pouring technique as well as practice playing the bagpipes.

Thursday was mining day and we travelled deep into the green valleys south of Oviedo. In the Turon Valley the last coal mine had recently closed and the coal mining times gave one the same impression as that of South Wales in the 1970s. At Bustiello we had a guided tour of this former company village. It was built between 1890 and 1925 for the marquis of Comillas, who had made his money in Spanish territories overseas. It is still occupied by former miners but being preserved much to the dislike it would seem of the residents. The church, in particular, includes significant mining derived decorations and an altar composed of pit props. The remains of two mines were then visited one with a substantial headstocks and the other having been the site of massacre in The Spanish Civil War.

After a memorable miner's lunch in a workmen's club in a nearby mountain mining village we travelled to the Museum of Mining (MUMI) near Langreo. This substantial museum includes many displays on mining and related industries including gunpowder manufacture and a simulated underground mine visit. Unfortunately their third scale, steamable model of a Newcomen engine was refusing to work that day. The day finished with a trip back to Gijon by narrow gauge railway, a journey in which we passed numerous sidings full of disused narrow gauge steam locomotives.

I think that this was a memorable visit to a little known area with a considerable industrial heritage. We are very grateful to ICUNA for arranging visits and sending members to accompany us. WE were also very grateful to Breatriz Alvarez, who under particularly trying family circumstances, had made all the local arrangements as well as acted as our Asturian/Spaish to English translator. She admitted that she did not know what an alternator was at the start of the visit! However by the end she was so fluent in the language of technology that she was able to use it in the English tour guide examination she took on the Wednesday evening at the University of Oviedo and she passed.

(David Perrett, President)

#### **[16] Social Evening at the Art Workers Guild**

There was no Social Evening at the Art Workers Guild. It is proposed to re instigate this activity in the year commencing 01 October 2009

**[17] Transactions:** The Council wishes to record its gratitude to Roger Cline who has kindly undertaken the important task of editing Transactions. Council would also like to thank those otherwise unacknowledged members who have assisted in the editorial task and continue to do so. Each volume of Transactions is now published in two parts, one in January or February each year and the other in July or August.

Council is delighted to report that after lengthy negotiations it has signed an agreement with Maney Publishing for the publication of Transactions from 1<sup>st</sup> January 2009. Council is confident that the Society will benefit from Maney's expertise as a publisher of learned society journals such as our own Transactions.

**[18] Links, The Bulletin of the Newcomen Society:** Council wishes to thank Mr Keld Fenwick for his tireless efforts in producing *Links* (the Society's bulletin) which is currently published quarterly in March, June, September and December.

**[19] Book publication:** The Society did not publish any books during the Session.

**[20] Society's Website:** The website has continued to play an important part in the Society's public presence. It now holds a good range of interesting technical material, including short excerpts from papers, Contents of Transactions, and a downloadable copy of the four Indexes: Vols 1-32, Vols 33-50, Vols 51 to 65 and Vols 66-70. This material is drawing in a significant number of queries from the general public, some of whom then proceed to buy

papers from our online archive and then to join the Society.

**[21] The Society's online archive of Transactions:** This project, launched in 2004, means that we now have mounted on the Web electronic copies of all the 1,000 or so papers published in Transactions from 1920 to 2000. Members and non-members are now able to download individual papers over the web, having first paid the necessary fee by credit card. We are gratified by the continuing level of interest that this has generated to readers worldwide, and the income that is generated almost covers the annual cost of the service. It is intended that the more recent volumes should be added to the archive in the coming years.

**[22] The Society's support for other organisations:** The Society continues to support the Foundation for Science and Technology. The Society has exchange arrangements with the following organisations:

- The Association for Industrial Archaeology
- The Society for the History of Technology (SHOT)
- The British Society for the History of Science
- The Stephenson Locomotive Society
- The Society for the Preservation of Ancient Buildings (Wind and Water Mills Section)
- The Business Archives Council
- The Institution of Engineering and Technology (IET)

The Society continues to organise regular inter-society meetings and to co-ordinate the identification and commemoration of significant anniversaries.

**[23] The Society's representatives on various bodies:**

- The President represents the Society on the Forum for the History of Science, Technology, Medicine and Mathematics.
- Mr E F Clark (Past President) and Dr Denis Smith (Past President) represent the Society on the Maudslay Foundation

**[24] Thanks to the Science Museum and others for our accommodation:**

Council once again expresses its thanks to Mr Andrew Scott, Director of the National Museum of Science and Industry, and Prof Chris Rapley CBE, Director of the Science Museum for providing the Society's office accommodation at Blythe House. Council would also like to thank them for providing the venue in the Science Museum for the Society's Evening Meetings in London.

Council would also like to endorse the thanks for accommodation noted in the various branch reports.

**[25] Thanks to all those who have helped the Society during the year:** The Council wishes to thank the Honorary Officers of the Society and the Honorary Officers of the Midlands, North-Western, North-Eastern, Western, East Midlands, Southern and Scotland Branches. It is grateful to the Chairman and Members of the Editorial Board and the Activities Committee for their invaluable work on behalf of the Society. Council would also like to thank the various “functional secretaries”, the Membership Secretary, the Science Museum Liaison Secretary, the Anniversaries Secretary and the Heritage Advisory Secretary for their efforts on behalf of the Society. It would also like to thank Mr Dick Swann, the Executive Secretary, Mr Richard Graham who looked after the Society’s book keeping systems and the part-time volunteers, Mr L T Dixon, Ms Charlotte Darwin, Mrs Julia Swann and Mr Peter Brodrick for their invaluable help throughout the year.

Finally, Council would also like to thank all the many other people who have helped the Society during the year.

Professor David Perrett, President

Dr Peter Merriman, Hon Secretary and Company Secretary

TC, Rev A, 03 Dec 2009

**(Appendix 1) Reference and Administrative Details of the Charity, its Trustees and Advisers:**

**(CC ref: 41a) Name of the Charity:** The Newcomen Society for the Study of the History of Engineering and Technology

**(CC ref: 41b) Charity Registration No:** 215410

**(CC ref 41c) The Address of the Registered Office of the Charitable Company:** The Newcomen Society, The Science Museum, London SW7 2DD

**(CC ref 41d) Names of Trustees on the date the Report was approved:** see list of Directors set out in the associated Directors' Report which forms part of the Director's Report and Financial Statements. *(Note: All trustees are directors)*

**(Cc ref 41e) Names of any other persons who served as charity trustees in the financial year in question:** see associated Directors' Report *(Note: All trustees are directors)*

**(CC ref 41f) Name of the Chief Executive Officer:** Mr A T Crichton

**(CC ref 41g) Names and addresses of other relevant organisations:**

- **Bank:** The Royal Bank of Scotland, Western Branch, 60 Conduit Street, London W1R 9FD
- **Solicitors:** Male and Wagland, Potters Bar, Herts
- **Reporting Accountant:** Errington Langer Pinner, Chartered Accountants, Pyramid House, 956 High Road, Finchley, London N12 9RX
- **Investment Advisor:** none

**Governing Document:** Memorandum and Articles of Association last amended on 09th January 2008

**How the Charity is constituted:** Company limited by guarantee

## **(Appendix 2) Structure, Governance and Management**

### **(CC ref 44a) The nature of the governing document**

The document which sets out how the Society shall be governed is the Memorandum and Articles of Association of 1961; it was last amended on 9<sup>th</sup> January 2008. The Society is constituted as a company limited by guarantee. It is also a registered charity.

The Society has a Royal Patron but he is not directly involved in the governance of the Society. The Society is governed by a Council which consists of the five Honorary Officers: the President, the Vice-President, the Immediate Past President, the Hon Secretary (who is also the Company Secretary) and the Hon Treasurer, nine elected members and, if necessary, co-opted members such that the total number of members of Council does not exceed seventeen. The day-to-day administration of the Society is undertaken by the Executive Secretary who is a part-time employee of the Society.

Council has two standing committees - the Publications Committee and the Activities Committee. The Publications Committee is responsible for all the Society's publications, and the Activities Committee is responsible for the Society's extensive programme of visits and special events. Both committees report directly to Council. Other specific functions are discharged by a series of "functional secretaries" who again report directly to Council. The posts are as follows: Membership and Publicity Secretary, Anniversaries Secretary, Science Museum Liaison Secretary, Heritage Advisory Secretary and Patron Liaison Secretary.

### **(CC ref 44b) Methods adopted for the recruitment and appointment of new trustees**

Most Trustees, whether Honorary Officers or elected members of the Society's governing Council, are appointed directly by the Members of the Society at a General Meeting (generally the AGM which is normally held in January). However the Memorandum and Articles of Association make provision for Council to appoint Co-opted Members of Council. At present there are no Co-opted Members.

The Honorary Officers (five posts) are nominated by Council. Nominations go forward to the AGM at which Members of the Society are asked to approve or reject each nomination. Elected Members of Council are nominated by Members of the Society. Nominated names received by the secretariat by 1<sup>st</sup> November each year are put forward to the AGM at which Members are asked to vote for the candidates of their choice. The President serves for no more than two years. Elected Members serve for no more than three years and must then retire for at least one year.

### **(Appendix 3) Objectives and Activities**

#### **(CC ref 47a) Summary of the Objects of the Charity**

The objects for which the Association was established are to promote, encourage and co-ordinate the study of the history of engineering, industry, and technology. These objects are to be implemented by the following means:

- disseminating historical information among the Members and the general public by meetings, discussion, correspondence, circulation of notes and papers, and visits to objects and places of interest.
- fostering and maintaining historical investigation and research; acting as a channel of communication between those who are engaged in similar lines of research or study; indicating and recording where information is to be found.
- collecting and preserving, or causing to be preserved, examples, records, manuscripts, drawings and illustrations of, or relating to, engineering works and industrial processes.
- collecting and preserving, or causing to be preserved, biographical matter concerning those who have contributed to engineering or industrial progress.
- arranging for the presentation of original papers on subjects of historical engineering or technological interest, and publishing such papers, together with biographical notices, reports on the activities of the Association and other relevant information.
- arranging for extra publications, such as reprints of books, articles, etc., of engineering or technological historical interest, or of other matter contributing to the aims and objects of the Association.
- doing all such acts as shall lead to active corporate life of the Association

*[A full description of the objects of the Society is set out in the Society's Memorandum of Association.]*

#### **(CC ref 47c) An explanation of the Charity's main objectives for the year**

*See main body of the Report*

#### **(CC ref 47e) Details of significant activities: *See main body of the Report***

#### **(CC ref 47f) Summary of main activities undertaken for the public benefit**

The Society's first object is to disseminate historical information among the Members and the general public. The Society's provides the following public benefit:

- it publishes its Transactions of original research papers on the history of engineering and technology (which are available in various public libraries and university libraries)
- it maintains a comprehensive website which is freely available to all
- it runs regular public meetings across the country at which scholars present the results of their research on the history of engineering and technology

These main activities also serve to support the Society's second objective – the fostering and maintaining of historical investigation and research which is itself a public good.

**(Appendix 4) Achievements and Performance**

**(CC ref 53) Summary of main achievements during the year:** *See main body of the report.*

## **(Appendix 5) Financial Review**

### **(CC ref 55a) Policy on Reserves**

On 1st July 2002, Council set up the Designated Development Fund (DDF). The DDF is intended to be used only for future developments which cannot be funded by the annual subscription alone. At 1st July 2002 the DDF stood at £40,000. In accordance with the Society's stated Investment Policy, the income from the Society's investments (including bank interest) has been transferred into the DDF. At the year-end (30th June 2009) the DDF stood at £79,233.

The DDF is intended to support projects which enhance the standing and reach of the Society. To date, it has been used to fund the development of the online archive which forms part of the Society's extensive website.

At the year-end (30th June 2009) the Unrestricted General Reserve stood at £66,314. Council believe that the Unrestricted General Reserve is at an acceptable level ‘

### **(CC ref 55b) The circumstances giving rise to a deficit (if relevant)**

The Annual Accounts show that the Society made an operating surplus (turnover less administrative expenses) of £13,693 for the year to 30<sup>th</sup> June 2009.

## **(Appendix 6) Plans for Future Periods**

### **(CC ref 57) Plans for the future**

Having conducted a major review of its activities, the Society has developed a five year strategic vision. The main objectives of this strategy are to develop the Society's objectives by:

- arranging a Summer meeting in 2010 studying the engineering and technology history of the Solent area:
- designing and piloting a workshop on research skills:
- establishing contacts across the world to develop the international dimension of the Society:
- establishing working relationships with leading professional engineering bodies:
- initiating work to arrange a conference on the history of engineering in May 2011:
- beginning the design and arrange a programme of events to celebrate the 300<sup>th</sup> anniversary of the Newcomen engine in 2012.

**(Appendix 7) Funds held as Custodian Trustee on behalf of others:**

(CC ref 59) The Society does not currently hold any funds on behalf of others.