



BEFORE THE AGM

There will be a walk around Betchworth Village Centre

We will **LEAVE at 11 a.m.** from The Hamilton Room,
Church Street, Betchworth RH3 7DN.

Doors open at 10 a.m. for toilets and gathering.

Please bring a packed lunch. Tea/coffee will be available at
the venue. **AGM starts at 2 p.m.**

Please park in the adjacent Church Car Park

Notice of the ANNUAL GENERAL AGENDA to be held on Saturday 11th April 2026 at 2.00 p.m. in the The Hamilton Room, Church Street, Betchworth RH3 7DN

1. Apologies for Absence
2. Adoption of the Minutes of the Annual General Meeting of 12th April 2025
3. Matters Arising
4. Chairman's Report and Address
5. Treasurer's Annual Report and Financial Statement
6. Election of Officers and Committee Members and the appointment of an Independent Financial Examiner

The following Officers and Committee Members have put themselves forward for re-election:

Chairman	Martin Higgins
Vice Chairman	Richard Pocock
Secretary	vacant
Treasurer	vacant
Membership Secretary	Sarah Jones
Programme Secretary	Ian West
Recording Secretary	John Crane
Website Secretary	vacant
Committee Members:	one vacancy plus

Rosemary Hughesdon, Rod Wild, Patrick Moyle

The role of Independent Financial Examiner. June Baldwin is willing to act in that role.

7. Any other business

Other nominations for any of the above posts (Officers or Members of the Committee) may be made in writing by any two members of the Group, having first obtained the agreement of the nominee. Volunteers for any of the posts are welcome to put themselves forward. Please notify the Chairman as soon as possible or if necessary on the day.

DOMESTIC BUILDINGS RESEARCH GROUP
Minutes of Annual General Meeting held on Saturday 12th April 2025
at the United Church, Godalming

AGM 2025

Item		Action
1	<p>Welcome and apologies for absence</p> <p>Martin Higgins thanked members for attending and thanked Richard Pocock for leading the morning's walk around Godalming at short notice. There were 14 people present. Apologies for absence had been received from: Caroline Frisby, Phil Gorton, Madeline Hutchins, Iain McLaren and Ian West.</p>	
2	<p>To adopt the Minutes of the AGM of 13th April 2024</p> <p>No questions or objections had been raised in respect of the AGM Minutes which had been circulated to all members in advance and none was raised at the meeting. The meeting resolved to adopt the Minutes of the 2024 AGM. Proposed by Richard Pocock, Seconded by Marcella Harris</p>	
3	<p>Matters arising</p> <p>Martin Higgins thanked Marcella Harris for acting in a temporary capacity as Secretary during last year.</p>	
4	<p>To note and accept the Chairman's Annual Report</p> <p>The Report was noted. It was confirmed that the group has approximately 128 members.</p>	
5	<p>To accept the Audited Accounts and Treasurer's Report</p> <p>The Treasurer reported that the Group is solvent. He thanked Sarah Jones for dealing with the Gift Aid. He reported that while 2023 had been a very active year 2024 had been much quieter and the accounts show a small surplus,</p>	
6	<p>To re-elect or elect officers and committee members</p> <p>There are a number of vacancies on the committee for which the Group is still seeking volunteers.</p> <p>Existing officers standing for re-election: Chairman: Martin Higgins Vice Chairman: Richard Pocock Membership Secretary: Sarah Jones Programme Secretary: Ian West aided by Marcella Harris Recording Secretary: John Crane/Serena Perez Storey Committee Members: Rosemary Hughesdon, Partrick Moyle, Rod Wild. The meeting resolved to re-elect the existing officers. Proposed by Joe Thompson, Seconded by David Taylor.</p> <p>There were no nominations for the following posts, which therefore remain vacant.</p>	

	<p>Secretary: Vacant Treasurer: Vacant Website Secretary: Vacant Committee Member: one position Vacant The role of Independent Financial Examiner is vacant</p>	
7	<p>Other business</p> <p>A. Library. This has not been used at all of late, and is currently housed by Mary Day who now needs the space. It has recently been slimmed down and this reduced library will be held by Richard Pocock. There will be an event in Capel on 24th May where members can enjoy a walk round the village and, in exchange for a donation, take books selected for disposal</p> <p>B. Surrey Dendro Book. This received a very positive review in Vernacular Architecture. Relatively few hard copies remain. Patrick Moyle expressed thanks to all involved.</p> <p>C. New Project. The Surrey History Centre has agreed to take the original drawings made for the early reports before photographs started being used. These will however need to be packaged to proper archival standards. This will be a costly process, but grants have been received from the Surrey History Trust, Surrey Archaeological Society and the Vernacular Architecture Group. Negotiations are also under way, regarding the out-of-county reports, with the Historic England Archives at Swindon. Work is about to start and volunteers will be needed. DBRG reports are currently on closed access, but we will need to agree a set closure period after first publication. Various suggestions were made ranging from 30 to 70 years. The committee will make the final decision.</p>	

Signed

Date.....



Chairman's Report 2025-26

The Domestic Buildings Research Group is a registered charity, number 277231. Its charitable aim is to further the study of traditional domestic architecture, primarily in and around Surrey, for the benefit of the public. The Group produces reports on the history and development of houses and related buildings which are then given, free of charge, to the owner of the building recorded. Subsequent owners are provided with free copies of the report on request. In normal years the Group shares the knowledge acquired through lectures, house visits and the DBRG News.

2025 was a quiet year for the Group, mostly due to the lack of volunteers to help with the running of the Group and its activities.

Godalming was the venue for the 2025 AGM. Richard Pocock lead us around the town centre, explaining the ages of the buildings and there various points of interest. He was able to give many dendro-dates of buildings as the town was extensively sampled for The Surrey Dendrochronology Project.

May saw a village walk around Capel, and many of the Group's surplus library books being purchased by members. Mary Day agreed to house the library when the last Librarian retired, but now needs the space back. Our great thanks to Mary for allowing us to store the library at her house for longer than any of us expected. The slimmed-back library is now with Richard Pocock.

July saw a group of members take advantage of the last open day of Croydon Palace School before it closes. Croydon Bishop's Palace is a stunning building, well worth a visit if the new owner continues the tradition of allowing occasional public access.

One project that has progressed, but is still going, is that to deposit the original DBRG drawings with Surrey History Centre. These replace the photocopies that were originally deposited, but the process is more involved than it sound as every page has to be checked. Brigid Fice had already started on this work, but in November a group of members spent an enjoyable few hours under her guidance helping making the substitutions at East Horsley Village Hall. DBRG contributes towards the cost of the new archive boxes. Brigid is to be thanked for this work and congratulated on obtaining two external grants towards this project.

East Horsley Village Hall was also the venue for our annual lecture in January 2026. New member Roger Barr gave us a resume of his dissertation into recording houses in East Horsley that he undertook towards an MSc in Timber Building Conservation at the Weald & Downland Living Museum (Singleton).

Few recording of Surrey's vernacular buildings were made this year as our experienced members continue to be tied up in keeping the Group running. One notable recording was of a Wealden in Wonersh. This was thought to have been demolished since it was drawn by the Architect Ralph Nevill in 1889, but it turned out he has just remodelled it, disguising it as a continuous jetty house.

As a consequence of fewer articles being sent to the Newsletter Editor, Rosemary Hughesdon issued only two NEWS in the past year. We are grateful for her skills in producing the NEWS.

In line with our charitable aims Committee have offered to pay for the dendro-dating of the church roof of St George's, Esher to try to resolve a question about the age of the structure which past historians have assumed to be post-Reformation. The advowson was held by the Bishop of Winchester, who had a palace in Esher. Our suspicion is that the roof is an early pre-Reformation example of its type, as the type derives from Hampshire. Dating the roof will help our understanding of how new ideas travelled and help the locals interpret the building. The church is vested with the Churches Conservation Trust and looked after by volunteers.

One policy change has been made. Our closed public access policy on DBRG Reports proved problematic when Brigid was trying to find a new home for the out-of-county reports (Reports are confidential to owners). Archive organisations were not interested in housing papers that no one would ever be allowed to see. To address this committee resolved in October to alter the policy to limit the closure period to fifty years. This period was considered appropriate because the vast majority of houses will have changed owner by this time. The policy of allowing access to reports by serious researchers, with the Chairman's permission, remains.

Our thanks are due to all the committee members and Marcella Harris who have helped this year. Their names are on the last page of the NEWS. Thanks are also due for advice from Brigid Fice on numerous occasions.

Many thanks go to David Chalcraft who has been our thoroughly efficient Treasurer for many years, even acting after moving away from the County in order that the Group could continue to function.

We look forward to greater member organisational involvement so we can increase the number of events for members in 2027.

Martin Higgins
Chairman

01737 842625

25st March 2026

DBRG Honorary Treasurer's report for 2025.

As per last year 2025 was largely a quiet year for the DBRG notwithstanding the implementation of the archiving project. Overall, the DBRG continues to be in a mostly financially healthy state though with a gradual decline in membership support.

Last year's operating deficit and fall in overall assets have been reversed leading to an improvement in overall assets to £16052.78 - an increase of £1002.21 or nearly 11%. However, once 'one-off and short-life' impacts (being grants received to support the archiving project, a rise in dendro book sales and a one-off gain arising from the selling-off of books from the Group's library) are excluded, overall assets rose by a more modest 2% year on year.


Points of note for the year:

- Income. In 2025 the Group's income jumped by a remarkable 77%. This is largely due to the gains mentioned above and in particular the awarding of grants for the archiving project totalling £1500. This has served to mask a small fall in membership donations of almost £100, reversing last year's modest gain. Once the impact of grants and book sales are removed, income declined by 15%, the difference being largely down to an absence of gift aid receipts, a fall in membership donations and a decline in bank interest.
- Expenditure. The two main areas of expense in 2025 were costs associated with the continuing sales of the dendro book and the archiving project, the costs of which will continue to be felt in the year ahead. Hopefully, there also will be costs arising from buildings research, in particular dendrochronological analysis.

David Chalcraft

Honorary Treasurer

NOTE: the Honorary Auditor has also retired. June Baldwin has agreed to take on that role and will be appointed at the AGM before signing off the accounts prior to their submission to the Charity Commission.

DOMESTIC BUILDINGS RESEARCH GROUP (SURREY)			
Registered Charity No: 277231			
Income & Expenditure Account for the Year Ended 31 December 2025			
Year ended		Year ended	
31.12.2024		31.12.2025	Notes
£	Expenditure	£	
119.54	Newsletter	120.66	
143.20	Visits, AGM & Members' Day expenses	77.00	
47.54	General office expenses	78.50	
50.00	Subscriptions to other organisations	80.00	1
75.00	Insurance (inc. BALH membership)	150.00	2
69.39	DBRG website	55.00	
375.00	BARD database	375.00	
60.00	Bank account fee	60.00	
0.00	Dendro dating	0.00	
556.20	Dendro book costs	880.74	
0.00	Archiving project	795.24	
1,495.87	Total Expenditure	2,672.14	
	Income		
1,377.00	Members' donations	1,276.07	
0.00	Lecture entry fees & other donations	0.00	
349.06	Bank interest	299.71	
322.40	Householder and other donations	402.87	
233.14	Dendro book sales	681.32	
0.00	Refund (double payment of a subscription)	30.00	1
0.00	Archiving project	1,500.00	
0.00	Library book sales	240.00	
216.48	Gift Aid	0.00	3
2,498.08	Total income	4,429.97	
	Current Assets		
1,831.74	Bank - current account	2,094.34	
14,221.04	General Deposits	15,716.27	
16052.78	Total Assets	17,810.61	
	Net worth of Group		
15,050.57	Net assets at start of year	16,052.78	
1,002.21	Income/expenditure excess/(deficit)	1,757.83	
16,052.78	Net Worth of Group (at end of year)	17,810.61	
COMMENTS:			
	Previous years' committed expenditure paid in 2025 (see note	75.00	
	A £1200 transfer made from the cash to the savings account on		
xxxxxxxxx		David Chalcraft	
Hon. Examiner		Hon. Treasurer	
		20.03.26	
.....		
NOTES:			
1. The annual subs for the Surrey Archaeological Society (£30) were inadvertently paid twice. See 'Income - refunds'.			
2. Membership and insurance fee for the BALH (£75) is usually paid before the previous year end. For 2024 this was paid late.			
3. No Gift Aid was claimed in 2025			