

THE IRISH MANUSCRIPTS COMMISSION
(A Company Limited by Guarantee)

Registered number: 414351

THE IRISH MANUSCRIPTS
COMMISSION
(A Company Limited by Guarantee)

DIRECTORS REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2023

84 Northumberland Road

Ballsbridge

Dublin 4

THE IRISH MANUSCRIPTS COMMISSION
(A Company Limited by Guarantee)

COMPANY INFORMATION

Directors

John McCafferty (Chair)
Robert Matthew Armstrong
Ciara Breathnach
Lindsey Earner-Byrne
Liam Chambers
Marie Coleman
Peter Crooks
Elaine Farrell
Patrick Geoghegan
David William Hayton
Niamh Howlin
Thomas Alvin Jackson
Elva Johnston
Mary Ann Lyons
Kate Manning
Orlaith McBride
Hiram Morgan
Nicola Morris
Audrey Whitty (appointed 27 March 2023)

Company secretary

Cathy Hayes

Registered number

414351

Registered office

45 Merrion Square
Dublin 2

Independent auditors

Duignan Carthy O'Neill Limited
Chartered Accountants & Statutory Audit Firm
84 Northumberland Road
Ballsbridge
Dublin 4

Bankers

Bank of Ireland
St Stephens Green
Dublin 2

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CHAIRMAN'S STATEMENT
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The chairman presents his statement for the period.

The Irish Manuscripts Commission (IMC), which was established in October 1928 by W. T. Cosgrave, President of the Executive Council, was incorporated as a company limited by guarantee on 24 January 2006. Since 1928 the Commission's primary remit has been the dissemination, preservation and promotion of the primary sources - in public and private collections - for the histories and cultural heritage of Ireland. In 2023 this was achieved by the publication online of a database of sources for women's history and in print of a special Decade of Centenaries issue of IMC's serial publication as well as the seventh volume of the 1641 Depositions series covering the county of Wexford.

In February 2023 IMC again took part in the 'Ireland Reads' campaign. Organised by Irish libraries, publishers, booksellers and authors, 'Ireland Reads' aims to celebrate reading and all the benefits it can have for well-being and enjoyment. In the weeks leading up to the national day of reading on 25 February, IMC promoted sources for women's history, science and literature, calendars and censuses through its website and social media channels.

On 8 March, International Women's Day, IMC published an online database of over 20,000 records relating to sources for women's history on the island of Ireland. Using grant funding awarded to Professor Mary O'Dowd (QUB and formerly an IMC member) by the Mna 100 programme within the Decade of Centenaries section of the Department of Tourism, Culture, Arts, Gaeltacht, Sports and Media, and matched funding provided by the Commission, this resource was updated in 2022 and is now freely available through the Digital Resources section of the IMC website. I would like to acknowledge the work of Professor O'Dowd, Professor Maria Luddy (Emerita, University of Warwick), Dr Frances Nolan (UCD) and Mr Niall O'Leary in delivering the revision of this resource in such a timely fashion.

Two further database resources which complement forthcoming IMC print editions are also in development and were worked on extensively in 2023 - they are (1) a database of newspaper extracts reflecting business partnerships, which complements the print edition *Business in Ireland 1711–1860: records of business partnerships in the Registry of Deeds* edited by Sean Magee and Maire Mac Conghail and (2) the Italian correspondence of Cardinal Paul Cullen - Italian transcriptions which complement the three-volume print edition of the translation of that correspondence currently being edited by Professor Anne O'Connor.

IMC adopted a new strategic development plan at its meeting on 27 March 2023. Covering the period 2023 to 2027, the plan has reaffirmed the wish of the Commission to provide advice to Government that would inform policy relating to the care and preservation of primary source materials essential to the understanding of Ireland's past and to the future writing of its history. The strategic plan was developed under the independent chairmanship of Ms Aideen Ireland, formerly of the National Archives, Ireland (NAI) and I am immensely grateful to Ms Ireland for her careful stewardship of that process which concluded at the beginning of 2023 and for the time and effort put into this process by the members of the Strategic Review Committee: Dr Peter Crooks, Professor David Hayton, Dr Niamh Howlin, Ms Nicola Morris and Dr Cathy Hayes. It is worth noting here that the next strategic plan

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will include the momentous occasion of the centenary of the foundation of the Commission.

It was with great pleasure that the inaugural Irish Manuscripts Commission Student Prize was announced in May 2023. A prize of €1,000 was offered to a postgraduate student for editing a short historical document, which might also be considered for publication in *Analecta Hibernica*. The rules regarding applications were published on the IMC website and promoted through social media channels. The competition closed on 31 August and it was very gratifying to see so many entries of such a high standard. In the end, four prizes for highly commended submissions were awarded in addition to the first prize awarded to Nina Cnockaert-Guillou of Cambridge University now studying at the Dublin Institute for Advanced Studies (see details in Directors' Report). IMC members were especially pleased that submissions were in Irish, English and Latin.

During 2023 eleven more editions were added to the IMC Digital Editions resource. In June five titles were added: *The letterbook of Richard Hare, Cork merchant, 1771–1772*, ed. James O'Shea (2013); *The Drennan-McTier letters, Vol. 1, 1776–1793*, ed. Jean Agnew (1998); *Guide to the Genealogical Office, Dublin* (1998); *Letters and papers relating to the Irish rebellion between 1642–4*, ed. James Hogan (1936); *Leabhar c/oinne Aodha Buidhe*, ed. Thadhg Ó Donnchadha (1931). In November six further titles were added: *The letters of Katherine Conolly, 1707–1747*, ed. Marie-Louise Jennings and Gabrielle M. Ashford (2018); *The transplantation to Connacht, 1654–58*, ed. Robert C. Simington (1970); *Patentee officers in Ireland 1173–1826*, ed. James I. J. Hughes (1960); *Quaker records, Dublin: abstracts of wills*, ed. P. Beryl Eustace and Olive C. Goodbody (1957); *The chronicle of Ireland, 1584–1608*, ed. Herbert Wood (1933); *The Red Book of Ormond*, ed. Newport B. White (1932). This brings to 70 the number of digital editions of out-of-print IMC editions available to download for free from the IMC website.

At our September meeting we were delighted to be addressed by Mr Brian Donnelly, who was a surveyor with the Business Records Survey (BRS) in the 1980s, but who is now a senior archivist at the NAI. The BRS was established by IMC in the 1970s and moved to NAI in the early 1990s. As a source of socio-economic history these records are of enormous value and Mr Donnelly updated the Commission on the variety of records it contains as well as the work - currently paused - to make those collections available through listing them. A record of his presentation was included in the minutes of the meeting.

On 7 October 2023 IMC took part in the Dublin Festival of History run by Dublin City Library and Archive holding a lecture on the enigmatic revolutionary Ernie O'Malley. IMC organised a public lecture entitled "Reading the Unreadable - Ernie O'Malley's notebooks" given jointly by Professor Anne Dolan (TCD) and Dr Eve Morrison (UCD). Following the Civil War O'Malley travelled in France, Spain and Italy in 1924–26 and then in 1928–35 travelled throughout north America. Including New Mexico and Mexico city. He wrote two well-known autobiographies but equally importantly from the 1930s up to 1954 he interviewed around 450 radical nationalist veterans of the War of Independence and the civil War, most of them former members of the IRA. His interview notebooks record the experiences of his interviewees in gritty and graphic detail. Despite the enormous historical value of these transcripts they are under-used due to O'Malley's notoriously difficult handwriting. However, with ground-breaking transcription software Transkribus, Dr Morrison and

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Professor Dolan are working to fully transcribe the contents of all of O'Malley's notebooks. For more details see Public engagement pp 13 - 14.

The year ended on an exciting note with the launch on 29 November of a special issue of IMC's serial publication *Analecta Hibernica*. This issue marks the centenary of the destruction of the Public Record Office of Ireland on 30 June 1922 but focusses on the documents which survived that catastrophic event. The contributions published in *Analecta Hibernica* No. 53 hail from archives in Ireland, the UK and the US and they have been curated with a view to unveiling a composite picture of Ireland's rich documentary inheritance spanning over 700 years. Published in collaboration with the Virtual Record Treasury of Ireland (VRTI), this issue includes a descriptive survey of the materials salvaged from the ruins of the PROI - the first attempt to comprehend the salvaged material in almost a century. The final contribution, a colour photographic essay, a first for IMC, complements the survey with a visual sample of the salvaged records, rounding out this special issue with powerful images of preservation despite wreckage.

IMC continues to be represented on the steering group of the Irish Archives Resource (IAR - www.iar.ie), a free online service that supports archive services throughout Ireland in uploading their ISAD(G)-compliant collection descriptions to a web portal thereby enhancing discovery of their records. Users of the IAR portal can search for records across many different repositories north and south of the island, including many smaller ones.

IMC has one permanent employee, the Commission's administrator Dr Cathy Hayes, and two employees on contract - Ms Judith O'Brien and Mrs Sarah Rowley. I wish to record my appreciation for their work and commitment to IMC in 2023.

In conclusion, I must reiterate what I have written in previous reports: that IMC members receive no remuneration for an indispensable contribution that makes it possible for the Commission to fulfil its remit. This tradition of service to both scholarship and the state has been maintained since the Commission's foundation in 1928.

John McCafferty

Chairman

Date 27 February 2024

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DIRECTOR'S REPORT
FOR THE YEAR ENDED 31 DECEMBER 2023

The directors present their annual report and the audited financial statements for the year ended 31 December 2023.

Directors' responsibilities statement

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with Irish law and regulations.

Irish company law requires the directors to prepare the financial statements for each financial year. Under the law, the directors have elected to prepare the financial statements in accordance with the Companies Act 2014 and Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (including Charities SORP (FRS 102)).

Under company law, the directors must not approve the financial statements unless they are satisfied they give a true and fair view of the assets, liabilities and financial position of the Company as at the financial year-end-date, of the surplus or deficit for that financial year and otherwise comply with the Companies Act 2014.

In preparing these financial statements, the directors are required to:

- select suitable accounting policies for the Company's financial statements and then apply them consistently;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether the financial statements have been prepared in accordance with applicable accounting standards, and note the effect and the reasons for any material departure from those standards; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for ensuring that the Company keeps or causes to be kept adequate accounting records which correctly explain and record the transactions of the Company, enable at any time the assets, liabilities, financial position and profit or loss of the Company to be determined with reasonable accuracy, enable them to ensure that the financial statements and Directors' Report comply with the Companies Act 2014 and enable the financial statements to be audited. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The directors are responsible for the maintenance and integrity of the corporate and financial information included on the Company's website. Legislation in Republic of Ireland governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

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Principal activity

The principal activity of the Irish Manuscripts Commission (IMC) is the publication in print and online of primary manuscript sources for Irish history and culture. These sources would not otherwise be published as they are not by any definition commercially viable. As a public body IMC also acts as advisor to government, when required, on matters relating to primary sources in general and it promotes both public and institutional awareness of their importance.

Business Review

In line with its latest strategic development plan IMC has continued to work towards its main object relating to the publication of primary sources and promoting awareness of, and access to, primary source materials for the histories, cultures and heritage of Ireland and its peoples. Throughout 2023 IMC has increased its activities to achieve its strategic priorities as publisher, as a collaborative partner, as expert advisor, as promoter of awareness of the need to preserve primary sources and as an advocate and practitioner of digitisation. It has done this through its publications, the work of its committees, as a core partner of the VRTI, continued contact with the Business Records Survey at the NAI and ongoing work towards membership of the Digital Repository of Ireland (DRI).

Future Development

IMC will continue to devote its resources to the publication of primary manuscript sources. It will continue also to promote the preservation of primary sources from all periods, and in particular - through the work of its Preservation and Access Awareness Committee (PAAC) - to raise public awareness of the need to preserve contemporary papers and correspondence; these records will in the future be primary sources for historians working on the twenty-first century.

In line with its public service remit IMC will engage with modern technologies to promote and make available, through its website and suitable national and European cultural heritage portals, electronic editions of its backlist. IMC publications that are no longer in print will be made available online for users, in Ireland and worldwide, free-of-charge through the IMC website but also through other suitable repositories such as the VRTI and DRI.

The five-year strategic development plan creates a clear framework for IMC to achieve its strategic priorities and to deliver its services in line with the main object of its Constitution and with due regard to high standards of corporate governance and compliance with the charities governance code but also accountability to all IMC stakeholders.

Principal risks and uncertainties

The principal risks and uncertainties affecting the Irish Manuscripts Commission are continued funding from the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media and succession planning.

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In 2022 the IMC annual budget was restored to 2011 levels and in 2023 it was increased by €10,000. While it is hoped that this level of funding will be sustained into the future, the decade of grant attrition which preceded this is a reminder that adequate funding is always at risk in terms of maintaining services and ensuring that funding doesn't fall behind actual costs.

Succession planning around the terms of IMC members and key staff is a potential risk to the success of the ongoing IMC publishing programme. This risk will be addressed through consideration by the board of relevant factors and through the adoption and implementation of a strategy around key periods of transition.

Activities

Publications

In 2023 IMC published an online database, an issue of its serial publication and one edition.

Sources for Irish Women's History

Published on 8 March 2023 and funded in part by Mna 100, this revised and updated database provides a searchable version of a resource first published by IMC in collaboration with the Women's History Project (WHP) on CD-ROM in 1999.

In the intervening 23 years not only has technology changed, but the landscape of Irish women's history has altered enormously from that which existed in 1999. The modern study of women's involvement in political, economic, social and cultural life in Ireland has emerged since the 1970s and the volume of research in these fields continues to grow. The development of Irish gender history and Irish social history has been particularly evident since the original database was published. Without access to archival sources such as those listed in this collection the research for the many articles and books published in this area would be much more difficult.

When Professors Mary O'Dowd and Maria Luddy, part of the original WHP team, approached IMC and the Mna 100 unit of the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media to support digitising the contents of the legacy CD-ROM to make it available as a web-based service which would be freely and publicly available, IMC jumped at the opportunity. We are delighted to see this resource updated and revised and accessible online. The appetite for access to the information in this database was reflected in the stats for IMC social media channels around the time of its launch and one particular post garnered over 18,000 views on the platform formerly known as Twitter.

Analecta Hibernica No. 53: Special Issue - The fire of 1922

Published in November, this special issue of IMC's serial publication was edited by Dr Peter Crooks, Dr Elva Johnston and Dr Timothy Murtagh.

The issue - which marks the centenary of the destruction of the PROI - has been curated with a view to unveiling, through the careful selection of individual documents, a composite picture of Ireland's rich documentary heritage spanning over 700 years. Edited in collaboration with the VRTI, this issue includes at its core a descriptive survey of the materials salvaged from the ruins of the PROI - the first attempt to

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comprehend the salvaged material in almost a century. The final contribution - a colour photographic essay - a first for *Analecta Hibernica* - complements the survey with a visual sample of the salvaged records, rounding out this special issue with powerful images of preservation despite wreckage.

Other documents presented in this volume include: an investigation (from 1284) into complaints and accusations against the treasurer of Ireland; one of the earliest sources for Irish labour history (the minute book of the Dublin guild of carpenters for 1514-20); the replacement of the Old English elite by a new Protestant settler class reflected in the guest list for the official instalment of a lord deputy in 1616; the surviving returns from the first official census of Ireland in 1813-15; letters from the PRO! correspondence collection documenting its establishment and operation against the backdrop of national and international events up to its occupation and destruction in 1922.

1641 Depositions: Volume VII - Wexford

In mid-December the text of the latest volume in the 12-volume 1641 Depositions series was sent to the printer. While bound copies will be available in early 2024, the edition bears a 2023 imprint.

As many people know, the 1641 Depositions are witness statements, mainly by Protestants but also by some Catholics, from all walks of life, concerning their experiences of the 1641 rebellion in Ireland.

The examinations included in the volume covering Wexford provide a far richer source of information about the way the community mobilised for war than exists for any other county. This includes detailed (often first-hand) accounts of the arrangements made to raise and supply fighting men. They also show that violence in Co. Wexford was largely associated with publicly organised siege operations against forts and castles. Vivid descriptions survive of the exercise of political control through public meetings, the creation of a county-wide hierarchy of representatives coordinating committees and the vigorous exaction under clerical supervision of the Confederate Catholic oath of association.

This volume contains original depositions taken in 1642-6, but the greater part of the papers relating to Wexford consist of one of only two surviving sets of records of 'Commissions of Delinquency', appointed in each precinct in late 1653 to prepare for the implementation of the 1652 Act of Settlement. Their task was to identify landholders who had been excluded from pardon under the terms of the act, either because they had taken arms in the first year of the rebellion or because they had assisted those who had done so, and who were therefore ineligible to receive 'compensatory' land in Connacht.

These documents are vital to understanding land redistribution in seventeenth-century Ireland.

Launches In 2023

One book launch was held in 2023 in conjunction with the award of the inaugural IMC Student Prize. IMC regards book launches not only as an opportunity to celebrate the publication of an edition and to thank editors for their work, but also to promote wider awareness of the need for making primary manuscript sources available which might otherwise be difficult to access.

Analecta Hibernica No. 53: Special Issue - The fire of 1922

On 29 November the launch took place of *Analecta Hibernica No. 53* at an event held in No. 45 Merrion Square.

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This issue is part of IMC's Decade of Centenaries programme and presents nine documents reflecting seven centuries of Irish history from the collections of the National Archives, Ireland, Public Record Office of Northern Ireland, the National Archives, UK and the Folger Shakespeare Library, Washington DC. Professor John McCafferty, Chair of IMC, welcomed guests and invited Professor Thomas O'Connor (Maynooth University) to launch the volume. In his speech Professor O'Connor likened the loss of the Public Record Office on 30 June 1922 to a bereavement. There was no time to appreciate the full significance of the loss of centuries of documentary records against the backdrop of civil war and the struggles of a fledgling state trying to get up and running. He suggested that after the passage of time and several phases of both grieving and apportioning blame, the nation had come to terms with its loss and found itself "empowered to do something really daring with the retrieved experience". He paid tribute to the "historical reimagining" of the VRTI and of replacing copies of lost items on virtual shelves. He declared that through the "cybernetic portals of the Virtual Record Treasury of Ireland" we had invited back to Dublin "not only the orphaned fragments of the old PROI but also their scattered kin from around the globe". He hailed the "kinetic" vision of the VRTI as setting "a new world standard for archives and archiving" and formally launched *Analecta Hibernica* No. 53 as the embodiment of that vision.

On behalf of the editors, Dr Peter Crooks responded and thanked all of the contributors to the special issue outlining the diversity of the documentary sources they had presented. He pointed out that "while this special issue of *Analecta Hibernica* marked the centenary of a 'national calamity' - the fire of 1922 - it also celebrated the contribution of the IMC as a core partner within the 'Beyond 2022' research programme, which had created the Virtual Record Treasury of Ireland as a dynamic legacy for the Decade of Centenaries." Remarking on the photographic essay which concludes the issue he said "working on records salvaged from the ruins of the PRO! - whose conservation at NAI was sponsored by IMC across two phases of research - had been an immense privilege. The visual sample of salvaged documents tells a powerful story of loss and recovery and should animate further exploration of these precious fragments of our shared history."

Inaugural IMC Student Prize

The Irish Manuscripts Commission Student Prize, established in 2023, offers a prize for editing an unpublished primary source (manuscript, typescript or transcript) of Irish interest, dating from any period. It is open to postgraduate or doctoral students within 2 years of the awarding of their degree and will run biannually from 2024 onwards.

At a ceremony on 29 November the inaugural Irish Manuscripts Commission Student Prize (€1,000 and a silver medal) was awarded to Nina Cnockaert-Guillou, a PhD candidate at the University of Cambridge, for her submission *The story of the three men and the dog of Iruath* taken from the UCDA, Franciscan MS A 4 version of *Acal/am no senorach* 'The colloquy of the ancients'. The award was presented by IMC member and editor of IMC's serial publication *Analecta Hibernica*, Dr Elva Johnston, who praised the standard of submissions.

The submissions from four other students were highly commended: Emmet de Barra (PhD candidate, TCD) for *Cumam croinic do chloinn Neill* - RIA, MS 23 E 26 with additional readings from RIA, MS 23 G 8 and TCD, MS 1345 (H. 4. 1-3); John Marshall (PhD candidate, TCD) for *The partition of the estates of the Marshal earls of Pembroke and lords of Leinster, 1247* - TNA, CGG/273; and Rachel Newell (PhD

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candidate, QUB) for *Crimes relating to the fraudulent receipt of Separation Allowance, Belfast, July 1915* – PRONI, Crown and Peace Records, BELF/1/1/2/47/50 and BELF/1/1/2/47/51. Dr Courtney Selvage (PhD awarded 2023, University of Ulster) was highly commended *in absentia* for her submission *Betha Farannain, the life of Saint Farannan* - Brussels KBR, MS 419()-4200, ff 91v-94v.

Services and advertising

As noted in previous annual reports, the IMC office receives phone calls and e-mail enquiries from all over the world. These are managed under the terms of our Customer Charter. The IMC website delivers several services including: online sale of IMC publications; downloadable PDFs of digitised out-of-print IMC editions; searchable databases; news updates on the latest publications and other events; online submission of publishing proposals; a downloadable copy of the latest IMC publications catalogue; and reports of various kinds including annual reports, strategic development plans and policy documents.

During 2023 IMC increased its activity on social media and its following on the platform X, formerly Twitter, (3,371 followers) and You Tube (2,071 views and 49 subscribers) continued to grow. It is hoped that IMC will continue to build bridges to new communities of users through social media and to respond to the demand for new ways of promoting awareness of both IMC publications and the wider work of the Commission in relation to preservation of records.

IMC advertised in a wide range of print publications during 2023. Advertising continued in each issue of the popular history magazine *History Ireland* with the promotion of recent editions including *Analecta Hibernica* No. 52 but also calendars of family and estate archives, the sources for Irish women's history database, primary sources for literature and IMC's free digital resources. Family history resources were promoted in the Ulster Historical Foundation's annual Family Directory but also during the UHF North American roadshows. Targeted adverts were also placed in issues of the *Times literary Supplement* and *Senior Times* and three flyers were prepared for the Irish Book Trade Conference in Cork in February which promoted the 1641 Depositions, *Mapping Ireland* and various recent publications. These media outlets are at the heart of the promotion of IMC publications to the communities of professional and amateur historians, librarians and genealogists/family historians. Print advertising is an important component, alongside social media activity, in promoting IMC publications among established and new audiences in Ireland and overseas. IMC complied with the requirements introduced under Section IOA of the Official Languages (Amendment) Act 2021 whereby at least 20 per cent of its advertising in 2023 was in Irish and at least 5 per cent of the advertising spend was used to place advertising in the Irish language through Irish language media.

IMC Digital Resources

IMC offers a range of digital resources through its website, from downloadable copies of out-of-print IMC editions to searchable databases and adds to these resources on an ongoing basis.

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To date 70 out-of-print editions of primary sources (including series such as *The Civil Survey*, *The Correspondence of Daniel O'Connell* and *Calendar of Ormond Deeds*) have been made available online through the IMC Digital Editions service. They are available as downloadable PDFs for people to store locally and to use offline. More editions will be added to this resource every year and by the centenary year in 2028 IMC plans to make all its editions available online.

In addition to the newly published Sources for Irish women's History described above (Activities > Publications) two other databases are available on the IMC website as described in previous reports - one based on the 2012 edition of *The account books of the Franciscan House, Broad Lane in Cork, 1764-1921* edited by Clare Murphy and Liam Kennedy and the second a simple search of *Analecta Hibernica* Issues based on document title, editor or volume number for issues 1 to 53.

IMC regards the digitising of its backlist as an intrinsic part of its public service remit to improve access to and awareness of the primary manuscript sources it has preserved in print. Within the means and resources available to it, IMC makes every effort to source and credit the rights owners of all material used on the Digital Editions section of its web site. IMC invites rights owners who believe they have not been properly identified on the IMC website, or who believe their copyright has not been fully respected, to contact IMC by e-mail at support@irishmanuscripts.ie or by telephone at + 353 16761610.

Collaboration - Virtual Record Treasury of Ireland

As a core partner in the VRTI, IMC has provided many digital and print editions from its back catalogue as well as 65 articles from *Analecta Hibernica* which form part of the searchable 'replacement collections' or contribute to the wider knowledge base in the VRTI. IMC continues to co-operate with the VRTI to provide copies of scholarly editions to complement images of original manuscripts in collections from participating repositories which will be platformed on the VRTI. The superior search functionality offered by the VRTI and the enhanced discoverability of the scholarship in IMC editions through curated collections is a powerful endorsement of the benefits of collaboration.

Public engagement

Dublin Festival of History 2023

Professor Anne Dolan (TCD) and Dr Eve Morrison (UCD) presented a public lecture entitled "Reading the Unreadable - Ernie O'Malley's notebooks" to a crowded lecture theatre in No. 45 Merrion Square. The lecture took place on Saturday 7 October and was IMC's contribution to the Dublin Festival of History for 2023.

Dr Morrison discussed the work of O'Malley and the unique perspectives he recorded through his interviews with veterans of the Irish Civil War. An Irish revolutionary himself who joined the Irish Volunteers in 1918 and later served as a member of the Anti-treaty Army Council, O'Malley noted "I thought it better to collect the information, because in Ireland the men will tell me the truth about themselves." From the 1930s to 1953 O'Malley interviewed c. 450 veterans which he recorded in his notebooks in gritty and graphic detail. Despite the enormous historical value of these transcripts, they are

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under-used due to O'Malley's notoriously illegible handwriting. Professor Dolan discussed the use of ground-breaking Transkribus to aid in the deciphering of O'Malley's handwriting. She highlighted both its power and limitations. While the software has an ability to learn and adapt which allows it to interpret O'Malley's writing quickly and to achieve high levels of accuracy, it cannot ascribe meaning or context to either the text or punctuation or interpret the sketches and diagrams which O'Malley often included in his notes. The fully transcribed and annotated notebooks of Ernie O'Malley will be published in eight volumes by the Irish Manuscripts Commission from 2024 onwards.

Staff

The Commission has one permanent employee, Dr Cathy Hayes, Administrator, who was appointed in July 2006. Ms Judith O'Brien (part-time) and Mrs Sarah Rowley (full-time) provide administrative assistance on a contract basis.

Remuneration of IMC Staff

Financial reporting at present requires that we list the number of permanent staff members who earn over €60,000 per annum in our financial statements. We note all salary levels below in the interests of transparency.

In relation to salaries the gross salary breakdown in 2023 is as follows:

Salary between €60,000 – €70,000 per annum: 1 person
Salary between €50,000 – €60,000 per annum: 0 persons
Salary between €40,000 – €50,000 per annum: 1 person*
Salary between €30,000 – €40,000 per annum: 1 person
Salary between €20,000 – €30,000 per annum: 0 persons
*based on equivalent pro-rata annual salary for employees under a contract for service

Health and safety of employees

The wellbeing of the company's employees is safeguarded through adherence to health and safety standards. Health and safety legislation imposes certain requirements on employers and the company has taken the necessary action to ensure compliance with the legislation, including the adoption of a Safety Statement and a Dignity and Respect at Work Statement. All staff have passed the Safe to Create programme.

Finance

As in previous years, IMC would like to acknowledge the funding received in 2023 from the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media. Without the grant provided by the Department, IMC could not carry out its remit. This annual funding crucially underpins IMC's publication programme, While the increase (€10,000) in the annual grant in 2023 was welcome, it is important to maintain this level of funding to enable IMC to develop its work programme and meet the increasing costs, including the effects of inflation on energy costs, required to carry out its remit.

THR IRISH MANUSCRIPTS COMMISSION
(A Company Limited by Guarantee)

DIRECTORS' REPORT
FOR THE YEAR ENDED 31 DECEMBER 2023

Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media

IMC would also like to pay tribute here to the members of the Cultural Institutions Unit who have liaised with IMC on behalf of the Department in 2023, in particular Mr John Kennedy and Ms Letitia Stepenske, with assistance from Ms Aoife O'Sullivan, Ms Ona Daly and Ms Janet Gordon. We look forward to continuing to work with the Department to fulfil IMC's remit as a publisher of primary sources for Irish histories and cultures as well as developing IMC's position as an important link between the cultural heritage community and the wider community of humanities researchers.

Governance

IMC Directors/Members follow the guidance for company directors, company secretaries and members provided in the information books produced by the Office of the Director of Corporate Enforcement. The IMC Board strives to ensure high quality service-delivery and follows good governance practice as outlined in the Governance Code, a voluntary code of practice for charities.

On 27 March, the new director of the National Library of Ireland, Dr Audrey Whitty, was appointed as an *ex officio* member of the Commission. This brings to nineteen the membership of the Commission and only the *ex officio* position of the director of the Public Record Office of Northern Ireland remains to be filled.

Meetings

In 2023 the Board of the Irish Manuscripts Commission met on six occasions, five times as directors for ordinary business meetings and once as members for the Annual General Meeting (AGM).

Independent Audit

IMC undergoes an independent audit every year. The financial statements are prepared using the Charities SORP reporting framework for complete transparency. Audited financial statements were adopted at the AGM held on 27 March 2023 and lodged with the Companies Registration Office (CRO) thereafter.

Membership - Standards in public office declarations

All IMC members return Standards in Public Office declarations for any year or part thereof in which they have served on the IMC board. These statements are retained in the IMC office and are available for inspection by the Standards in Public Office Commission.

Research and Development

There were no research and development costs incurred during the year.

Post Balance Sheet Events

There have been no significant events affecting the company since the year-end and the directors do not envisage any substantial changes to the nature of the business.

THR IRISH MANUSCRIPTS COMMISSION
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DIRECTORS' REPORT
FOR THE YEAR ENDED 31 DECEMBER 2023

Political Contributions

No political donations were given by the company during the year.

Accounting Records

The measures taken by the directors to ensure compliance with the requirements of Sections 281 to 285 of the Companies Act 2014 regarding adequate accounting records are the implementation of necessary policies and procedures for recording transactions, the employment of competent accounting personnel with appropriate expertise, and the provision of adequate resources to the financial function. The accounting records are maintained at 45 Merrion Square, Dublin 2.

Statement on relevant audit information

Each of the persons who are directors at the time when this Directors' report is approved has confirmed that:

- so far as the director is aware, there is no relevant audit information of which the Company's auditors are unaware, and
- the director has taken all the steps that ought to have been taken as a director in order to be aware of any relevant audit information and to establish that the Company's auditors are aware of that information.

Auditors

In accordance with Section 383(2) of the Companies Act 2014, the auditors, Duignan earthy O'Neill Limited, Chartered Accountants, have indicated their willingness to continue in office.

On behalf of the Board

John McCafferty (Chair)
Director

Nicola Morris
Director

Date: 27 February 2024

THR IRISH MANUSCRIPTS COMMISSION
(A Company Limited by Guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE IRISH MANUSCRIPTS COMMISSION

Report on the audit of the financial statements

Opinion

We have audited the financial statements of The Irish Manuscripts Commission (the 'Company') for the year ended 31 December 2023, which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the notes to the financial statements, including a summary of significant accounting policies set out in note 2. The financial reporting framework that has been applied in their preparation is Irish law and Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' issued in the United Kingdom by the Financial Reporting Council.

In our opinion, the financial statements:

- give a true and fair view of the assets, liabilities and financial position of the Company as at 31 December 2023 and of its surplus for the year ended;
- have been properly prepared in accordance with Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'; and
- have been properly prepared in accordance with the requirements of the Companies Act 2014.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (Ireland) (ISAs (Ireland)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the Company in accordance with the ethical requirements that are relevant to our audit of financial statements in Ireland, including the Ethical Standard for Auditors (Ireland) issued by the Irish Auditing and Accounting Supervisory Authority (IAASA), and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the directors' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Company's ability to continue as a going concern for a period of at least twelve months from the date when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

Other information

The directors are responsible for the other information. The other information comprises the information included in the Annual report, other than the financial statements and our Auditors' report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine

THR IRISH MANUSCRIPTS COMMISSION
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INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE IRISH MANUSCRIPTS COMMISSION (CONTINUED)

whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2014

In our opinion, based on the work undertaken in the course of the audit, we report that:

- the information given in the Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' Report has been prepared in accordance with applicable legal requirements.

We have obtained all the information and explanations which, to the best of our knowledge and belief, are necessary for the purposes of our audit.

In our opinion the accounting records of the Company were sufficient to permit the financial statements to be readily and properly audited, and the financial statements are in agreement with the accounting records.

Matters on which we are required to report by exception

Based on the knowledge and understanding of the Company and its environment obtained in the course of the audit, we have not identified any material misstatements in the Directors' Report.

The Companies Act 2014 requires us to report to you if, in our opinion, the requirements of any of sections 305 to 312 of the Act, which relate to disclosures of directors' remuneration and transactions are not complied with by the Company. We have nothing to report in this regard.

Respective responsibilities and restrictions on use

Responsibilities of directors

As explained more fully in the Directors' Responsibilities Statement on page 4, the directors are responsible for the preparation of the financial statements in accordance with the applicable financial reporting framework that give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the Company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the management either intends to liquidate the Company or to cease operations, or has no realistic alternative but to do so.

THR IRISH MANUSCRIPTS COMMISSION
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INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE IRISH MANUSCRIPTS COMMISSION (CONTINUED)

Auditors' responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditors' Report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (Ireland) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud.

A further description of our responsibilities for the audit of the financial statements is located on the IAASA's website at: <https://www.iaasa.ie/Publications/Auditing-standards>. This description forms part of our Auditors' Report.

The purpose of our audit work and to whom we owe our responsibilities

This report is made solely to the Company's members, as a body, in accordance with Section 391 of the Companies Act 2014. Our audit work has been undertaken so that we might state to the Company's members those matters we are required to state to them in an Auditors' Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Company and the Company's members, as a body, for our audit work, for this report, or for the opinions we have formed.

Elizabeth Murphy

for and on behalf of
Duignan Carthy O'Neill Limited

Chartered Accountants & Statutory Audit Firm

84 Northumberland Road
Ballsbridge
Dublin 4

Date: 27 February 2024

THR IRISH MANUSCRIPTS COMMISSION
(A Company Limited by Guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME & EXPENDITURE)**

FOR THE YEAR ENDED 31 DECEMBER 2023

	2023			2022		
	Restricted Funds	Unrestricted Funds	Total Funds	Restricted Funds	Unrestricted Funds	Total Funds
	€	€	€	€	€	€
Income from:						
Revenue funding grants	6 280,000	280,000	280,000	350,000	-	350,000
Other activities	17,241	17,241	17,241	17,924	-	17,924
Charitable activities				-	-	-
Non-monetary rental	44,082	44,082	44,082	41,692	-	41,692
Miscellaneous	54	54	54	245	-	245
Total Income	341,377	341,377	341,377	409,861	-	409,861
Expenditure on:						
Administration Expenses	(83,903)	(83,903)	(83,903)	(75,465)	-	(75,465)
Editorial & Publishing Expenses	(95,549)	(95,549)	(95,549)	(91,703)	-	(91,703)
Office Expenses	(41,947)	(41,947)	(41,947)	(37,063)	-	(37,063)
Special Projects	(11,310)	(11,310)	(11,310)	(17,528)	-	(17,528)
Cost of sales	(58,116)	(58,116)	(58,116)	(54,978)	-	(54,978)
Non-monetary rental charge	(44,082)	(44,082)	(44,082)	(41,692)	-	(41,692)
Total Expenditure	(334,907)	(334,907)	(334,907)	(318,429)	-	(318,429)
Operating Income (expenditure)	6,470	6,470	6,470	91,432	-	91,432
Interest payable						
Interest earned	6,470	-	6,470	91,432	-	91,432
Net Income (expenditure)	6,470	-	6,470	91,432	-	91,432
Transfer between fund						
Net movement in funds	6,470	-	6,470	91,432	-	91,432
Reconciliation of funds:						
Total funds brought forward	232,672	-	232,672	141,240	-	141,240
Capital contribution	13 154,831	-	154,831	154,831	-	154,831
Total funds carried forward	393,973,	-	393,973	387,504	-	387,504

All activities relate to continuing operations.

The notes on pages 20–9 form part of these financial statements.

THR IRISH MANUSCRIPTS COMMISSION
(A Company Limited by Guarantee)

BALANCE SHEET
AS AT 31 DECEMBER 2023

	Note	2023	2022
		€	€
Fixed assets			
Intangible assets	7	5,641	6,928
Tangible assets	8	5,993	2,313
		11,634	9,241
Current assets			
Stocks	9	7,465	9,050
Debtors: amounts falling due within one year	10	11,757	15,601
Cash at bank and in hand	11	402,918	373,663
		422,140	398,314
Creditors: amounts falling within one year	12	(39,801)	(20,051)
Net current assets		382,339	378,263
Total assets less current liabilities		393,973	387,504
Net assets		393,973	387,504
		=====	=====
Capital and reserves			
Other reserves		154,831	154,831
Profit and loss account		239,142	232,673
Shareholders' funds		393,973	387,504
		=====	=====

The financial statements were approved and authorised for issue by the board:

John McCafferty (Chair)
Director
Date: 27 February 2024

Nicola Morris
Director

The notes on pages 20 to 29 form part of these financial statements

THR IRISH MANUSCRIPTS COMMISSION
(A Company Limited by Guarantee)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 DECEMBER 2023

	2023	2022
	€	€
Cash flows from operating activities		
Surplus for the financial year	6,470	91,432
Adjustments for:		
Amortisation of intangible assets	1,287	1,287
Depreciation of tangible assets	2,509	1,490
Loss on disposal of tangible assets		556
Decrease/(increase) in stocks	1,585	(5,029)
Decrease/(increase) in debtors	3,844	(2,863)
increase/(decrease) in creditors	19,749	(374)
Net cash generated from operating activities	35,444	86,499
Cash flows from investing activities		
Purchase of tangible fixed assets	(6,189)	(1,300)
Net cash from investing activities	(6,189)	(1,300)
Net increase in cash and cash equivalents	29,255	85,199
Cash and cash equivalents at beginning of year	373,663	288,464
cash and cash equivalents at the end of year	402,918	373,663
Cash and cash equivalents at the end of year comprise:		
Cash at bank and in hand	402,918	373,663
	402,918	373,663

The notes on pages 20 to 29 form part of these financial statements.

THR IRISH MANUSCRIPTS COMMISSION
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023**

1. General information

These financial statements comprising the Statement of financial activities, Balance Sheet, Statement of cashflows and the related notes constitute the individual financial statements of The Irish Manuscripts Commission for the financial year ended 31 December 2023.

The Irish Manuscripts Commission is a company limited by guarantee, incorporated in the Republic of Ireland. The company was incorporated in Ireland on 24 January 2006. The company's registered number is 414351 and its registered office is located at 45 Merrion Square, Dublin 2. The nature of the company's operations and its principal activities are set out in the Director's Report.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with Financial Reporting Standard 102, the Financial Reporting Standard applicable in the UK and the Republic of Ireland and Irish statute comprising of the Companies Act 2014.

The financial statements are prepared in Euros which is the functional currency of the company.

The Irish Manuscripts Commission is constituted under Irish company law as a company limited by guarantee and is a registered charity and has adopted and reported its performance in accordance with the format provided for in the Charities SORP and in particular reports its performance for the financial year in the format of the SORP's Statement of Financial Activities (SOFA).

Companies Act 2014 which became effective in law on 1 June 2015 and from that date applied the format and content of financial statements requirements appropriate for a company trading for the profit of its members to a company that is a not for profit organisation. In order to provide information relevant to understanding the stewardship of the directors and the performance and financial position of the charity, The Irish Manuscripts Commission has prepared its financial statements in accordance with the formats provided for in the Charities SORP (FRS 102).

The directors consider the adoption of the SORP requirements is the most appropriate accounting to properly reflect and disclose the activities of the organisation. Had the Companies Act format and content of financial statements requirements suitable for a company trading for the profit of its members been presented instead, a profit and loss account with related notes showing items such as Turnover and Cost of Sales would have been reported along with a "profit" on ordinary activities before taxation.

The following principal accounting policies have been applied:

2.2 Income

Income is stated net of trade discounts and volume rebates and derives from the sale of books falling within the company's ordinary activities. Income on sale of books is recognised when the company has transferred the significant risks and rewards of ownership in the goods, which usually takes place when the books are physically delivered to the buyer.

THR IRISH MANUSCRIPTS COMMISSION
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

2. Accounting policies (continued)

2.3 Pensions

Defined contribution pension plan

The Company operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the Company pays fixed contributions into a separate entity. Once the contributions have been paid the Company has no further payment obligations.

The contributions are recognised as an expense in profit or loss when they fall due. Amounts not paid are shown in accruals as a liability in the Balance Sheet. The assets of the plan are held separately from the Company in independently administered funds.

2.4 Company Name

The company received approval under Section 1180(1) of the Companies Act 2014 to omit the words 'Company Limited by Guarantee' from its name.

2.5 Intangible assets

Intangible assets are initially recognised at cost. After recognition, under the cost model, intangible assets are measured at cost less any accumulated amortisation and any accumulated impairment losses.

All intangible assets are considered to have a finite useful life. If a reliable estimate of the useful life cannot be made, the useful life shall not exceed ten years.

Amortisation is provided on the following bases:

Website development costs 10%

2.6 Tangible fixed assets 10%

Tangible fixed assets under the cost model are stated at historical cost less accumulated depreciation and any accumulated impairment losses. Historical cost includes expenditure that is directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management.

Depreciation is charged so as to allocate the cost of assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

Fixtures and fittings 20%

The assets' residual values, useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, or if there is an indication of a significant change since the last reporting date.

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in profit or loss.

THR IRISH MANUSCRIPTS COMMISSION
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

2. Accounting policies (continued)

2.7 Debtors

Short-term debtors are measured at transaction price, less any impairment. Loans receivable are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method, less any impairment.

2.8 Stock

Stocks of books are valued at the lower of cost and net realisable value. As sales volumes of books published are at their highest levels in the first two years following their date of publication, directors are of the opinion that only books published within two years of the year end be included in the stock value. The remainder of book stocks have been provided against as either slow moving or obsolete.

2.9 Cash and cash equivalents

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are highly liquid investments that mature in no more than three months from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the Company's cash management.

2.10 Creditors

Short-term creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method.

2.11 Rental Services

The Irish Manuscripts Commission has use of the building at 45 Merrion Square. However no rent is charged to the company by the owner of the building. As this is a donated service supplied to the company the directors deem it necessary to recognise the donated service in the Income and Expenditure Account. They have also included a corresponding rental charge in the Income and Expenditure Account.

The rent is charged at the market value of the rental market in Dublin 2 for a property of similar size.

2.12. Taxation

The company is exempt from taxation due to its charitable status, charity number 20063559 (CHY number: 17206).

2.13 Government grants

Grants are recognised using the performance model when there is reasonable assurance that the grant will be received, and all attaching conditions will be complied with. Grants towards capital expenditure are released to the income and expenditure account over the expected useful life of the assets. Grants towards revenue expenditure are released to the income and expenditure account as the related expenditure is incurred.

THR IRISH MANUSCRIPTS COMMISSION
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

2. Accounting policies (continued)

2.14 Financial instruments

The Company only enters into basic financial instrument transactions that result in the recognition of financial assets and liabilities like trade and other debtors and creditors, loans from banks and other third parties, loans to related parties and investments in ordinary shares.

Debt instruments (other than those wholly repayable or receivable within one year), including loans and other accounts receivable and payable, are initially measured at present value of the future cash flows and subsequently at amortised cost using the effective interest method. Debt instruments that are payable or receivable within one year, typically trade debtors and creditors, are measured, initially and subsequently, at the undiscounted amount of the cash or other consideration expected to be paid or received. However, if the arrangements of a short-term instrument constitute a financing transaction, like the payment of a trade debt deferred beyond normal business terms or in case of an out-right short-term loan that is not at market rate, the financial asset or liability is measured, initially at the present value of future cash flows discounted at a market rate of interest for a similar debt instrument and subsequently at amortised cost, unless it qualifies as a loan from a director in the case of a small company, or a public benefit entity concessionary loan.

Financial assets that are measured at cost and amortised cost are assessed at the end of each reporting period for objective evidence of impairment. If objective evidence of impairment is found, an impairment loss is recognised in the Statement of Comprehensive Income.

For financial assets measured at amortised cost, the impairment loss is measured as the difference between an asset's carrying amount and the present value of estimated cash flows discounted at the asset's original effective interest rate. If a financial asset has a variable interest rate, the discount rate for measuring any impairment loss is the current effective interest rate determined under the contract.

For financial assets measured at cost less impairment, the impairment loss is measured as the difference between an asset's carrying amount and best estimate of the recoverable amount, which is an approximation of the amount that the Company would receive for the asset if it were to be sold at the balance sheet date.

THR IRISH MANUSCRIPTS COMMISSION
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

3. Judgments in applying accounting policies and key sources of estimation uncertainty

The directors consider the accounting estimates and assumptions below to be its accounting estimates and judgements:

Going Concern:

The directors consider it appropriate to prepare the financial statements on a going concern basis on the basis of assumed continuing financial support from the Department of Tourism, Culture, Arts, Gaeltacht, Sports and Media. Accordingly, these financial statements do not include any adjustments to the carrying amounts and classification of assets and liabilities that may arise if the company was unable to continue as a going concern.

Stock Valuation:

Stocks of books are valued at the lower of cost and net relisable value. As sales volumes of books published are at their highest in the first two years following their date of publication, directors are of the opinion that only books published within two years of the year end be included in the stock value. The remainder of book stocks have been provided against as either slow moving or obsolete.

Rental Service Donations:

The donation of the use of the building is valued at the market value of rental of a similar property in the same area.

Intangible Fixed Assets:

The estimate of the useful life on Intangible fixed Assets is 10 years.

4. Auditors' remuneration

During the year, the Company obtained the following services from the Company's auditors:

	2023	2022
	€	€
Auditors' remuneration	<u>4,310</u>	<u>4,105</u>

THR IRISH MANUSCRIPTS COMMISSION
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023**

5. Employees

Staff costs were as follows:

	2023	<i>2022</i>
	€	€
Wages and salaries (including contracts for service)	114,400	<i>108,120</i>
Social insurance costs	12,430	<i>11,708</i>
Cost of defined contribution scheme	6,860	<i>6,535</i>
	133,690	<i>126,363</i>
	133,690	<i>126,363</i>

The average monthly number of employees, during the year was as follows:

	2023	<i>2022</i>
	No.	No.
Employees	1	<i>1</i>
	1	<i>1</i>
	1	<i>1</i>

The Irish Manuscripts Commission has one permanent full time staff member and employs two people on a contract for service basis for administrative assistance.

6. Department of Tourism, Culture, Arts, Gaeltacht, Sports and Media Grant

The total income of the company for the year has been derived from its principal activity wholly undertaken in Ireland.

There is a contingent liability to repay government grants received if the grant is not used for the purpose for which it was advanced.

	2023	<i>2022</i>
	€	€
Annual Grant	280,000	<i>270,000</i>
D/TCAGSM Supplementary grant	-	<i>65,000</i>
Mna 100 income	-	<i>15,000</i>
	280,000	<i>350,000</i>
	280,000	<i>350,000</i>

THR IRISH MANUSCRIPTS COMMISSION
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

7. Intangible assets

	Computer software €
Cost	
At 1 January 2023	12,874
At 31 December 2023	<u>12,874</u>
Amortisation	
At 1 January 2023.	5,946
Charge for the year on owned assets	1,287
	<u>7,233</u>
At 31 December 2023	<u>7,233</u>
Net book value	
At 31 December 2023	<u>5,641</u>
At 31 December 2022	<u>6,928</u>

THR IRISH MANUSCRIPTS COMMISSION
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023**

8. Tangible fixed assets

	Fixtures and Fittings €
Cost or valuation	
At 1 January 2023	61,601
Additions	6,189
At 31 December 2023	67,790
Depreciation	
At 1 January 2023	59,288
Charge for the year on owned assets	2,509
At 31 December 2023	61,797
Net book value	
At 31 December 2023	5,993
<i>At 31 December 2022</i>	2,313

The company was incorporated on the 24th January 2006 and was gifted furniture and other office equipment worth an estimated value of €48,710 by the Irish Manuscripts Commission. These assets are recognised in the above additions at a nominal value of €1.

9. **Stocks**

	2023	2022
	€	€
Stock of books	7,465	9,050
	7,465	9,050

Stocks of books have been valued at the lower of cost and net realisable value.

THR IRISH MANUSCRIPTS COMMISSION
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023**

10. Debtors

	2023	2022
	€	€
Trade debtors	5,660	4,888
Other debtors	784	600
Prepayments	5,313	10,113
	11,757	15,601
	11,757	15,601

11. Cash and cash equivalents

	2023	2022
	€	€
Cash at bank and in hand	402,918	373,663
	402,918	373,663
	402,918	373,663

12. Creditors: Amounts falling due within one year

	2023	2022
	€	€
Taxation and social insurance	8,211	8,164
Other creditors	31	1,749
Accruals	31,559	10,138
	39,801	20,051
	39,801	20,051

13. Capital Contribution

The company was incorporated on the 24 January 2006 and was gifted €130,731 cash and €24,100 stock of books from The Irish Manuscripts Commission. Furniture and other office equipment was also gifted and have been included in the financial statements at a nominal value of €1. This gives a total capital contribution of €154,831.

14. Pension costs

The pension costs charged in the financial statements represent the contribution payable by the company to an employee PRSA on the basis of a constant percentage of gross earnings. Pension costs amounted to €6,860 (2022: €6,535).

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023**

15. Key management personnel compensation

There was no compensation paid to key management personnel during the year ended 31 December 2023.

16. Related party transactions

Directors are reimbursed for any travel and subsistence expenses incurred during the course of carrying out their duties. During the year ended 2023 the total expenses reimbursed amounted to €4,381 (2022: €1,535).

The company have agreed with the Office of Public Works that no rent will be payable for the use of office space. Under FRS 102 a market value of €48,625, less expenses of €4,543 has been recognised in the 2023 financial statements (2022: €41,692) as a non exchange donated service.

17. Post balance sheet events

There have been no significant events affecting the company since the year end and the directors do not envisage any substantial changes to the nature of the business.

18. Controlling party

The company is controlled by its Members and the Board of Directors.

19. Approval of financial statements

The board of directors approved these financial statements for issue on 27 February 2024.