

Trustees Annual Report for the period 1st January 2020 to 31st December 2020



Durham Area Disability Leisure Group (DADLG)

Charity Registration Number: 1049610

Objectives and Activities:

The Charity's objects are:

The relief of persons with disabilities and in particular those who are children, resident in Durham and surrounding areas by the provision of facilities, for recreation or other leisure time occupations with the objects of improving their conditions of life and social welfare.

With respect to the children, no age barriers are drawn, except for that which is specified in any funding streams secured in order to fulfil the Charity's objects. In relation to the purposes carried out for the public benefit; activities, projects and services are provided to family units including parents and carers, siblings, and other family members as appropriate at the discretion of the Charity's trustees.

Relief is determined as those activities, events and projects which bring relief to the disabled person(s) and improve the general health and wellbeing and resilience of the family unit as a whole.

In fulfilling the Charity's objects through its services, Durham Area Disability Leisure Group's trustees have regard for the Charity Commission's advice and guidance, particularly in respect of the management of its funds.

Optional additional information (only relevant sections selected)

Volunteers, including trustees and activity volunteers make a huge contribution to fulfilling its objects, by supporting activities and events in person and by providing additional skills and expertise such as the re-design of DADLG's website.

Achievements and Performance

Despite the onset of the COVID-19 pandemic which necessitated a complete closure of all face-to-face activities, DADLG was very successful in providing a replacement 'virtual' service. This service 'Staying Safe - Keeping Connected', provided a series

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of newsletters emailed to families which included quizzes, puzzles, colouring in activities, recipes, and a photo gallery page where achievements were celebrated.

A layered approach to provision was developed whereby activities were presented in a series of formats with families choosing which level they were most comfortable with. From accessing craft activities provided for them to do at home to watching video demonstrations, to taking part in live activities on platforms such as Zoom. Themed activity bags delivered in person provided opportunities for families to have a socially distanced conversation with the same familiar faces. Issues raised in general or specific to personal circumstances where for example, a parent/carer was shielding or a child was refusing to leave their bedroom, could be shared, with the family's permission, with appropriate agencies. While some families were significant in that they did not engage with the new service, there were many new families accessing the offer. A Short Breaks Solutions Task Group, managed referrals for families within County Durham and directed many of these to DADLG. The database of families rose to over 600 during the year. A significant benefit of the new service with equipment and materials being delivered to family homes, was that families who could not access activities prior to the pandemic due to a lack of transport or the isolated locality in which they live, could now take part. We anticipate that much of 2021 will continue with the 'Staying Safe-Keeping Connected' project in operation and that there will be a gradual transition back to face-to-face activities based on risk assessment. The challenge will be to develop a programme whereby families without transport can continue to take part.

Financial Review

Full end of year audited accounts are available in conjunction with this report. At the end of 2020, the Charity was in a financially stable position with no concerns regarding its ability to operate throughout 2021.

Additional Optional Information

The Charity's principal sources of funds are from successful contract tendering processes and bids made to organisations providing grant

funds. Funding is not secured through any type of loan system. Grant makers are listed each year in the end of year accounts.

The principal risks facing the organisation are the potential for funding streams to cease and the levels of capacity within the staff team. Staffing has been increased towards the end of 2020 with the appointment of an Activity Co-ordinator. In addition, sessional workers and external bodies are employed to provide and enhance the offer.

Structure, Governance and Management

Type of governing document: Group Constitution

At the Annual General Meeting each year, the individual members elect from amongst themselves a Chair, an Honorary Secretary and an Honorary Treasurer, who hold office from the conclusion of the meeting.

The management committee shall have no less than 6 and no more than 13 members. All members retire from office at the AGM after they came into office but may be re-elected or re-appointed. Members of the management committee may not act as a member of the committee until minutes declaring their election or willingness to act in the trusts of the charity have been signed. The powers held by the management committee and specified in the Group Constitution, may only be exercised in the furtherance of the group's objects.

Additional Optional Information

Policies and procedures adopted include those required for safeguarding purposes, financial management, health and safety and trustees' codes of conduct. A full list of policy and procedure documents is available on request.

The charity's organisational structure and any wider network with which the charity works.

The Charity has a close working relationship with Durham County Council for whom it provides a funded Countywide Family Short Breaks Service for families with disabled children up to the age of 25 and living within County Durham postcode areas. All other families over the age of 25, regardless of where they live and those of all ages in areas surrounding County Durham are funded separately.

Names of the charity trustees who manage the charity.
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Steven Gascoigne	Chairman
Kaye Murray	Deputy Chair
Pamela Norman	Treasurer
Ann Young	
Linda Davison	
Linda Garbutt	
Names of the staff who carry out the functions of the charity.	
Lesley Clelland	Project Manager
Colleen Kirton	Activity Co-ordinator/ Meeting Minute Taker

Reference and Administrative details

Charity Name: Durham Area Disability Leisure Group

Other name the charity uses: DADLG

Charity's principal address: Unit 15, Vane Tempest Hall, Maynard's Row,

Gilesgate, Durham, DH1 1QF

Declarations

The trustees declare that they have approved the trustee's report above.

Signed on behalf of the charity's trustees:

Signature: _____  _____

Full Name: ___Steven Gascoigne_____

Position: _____Chairman_____

Date: 23/03/2021



Durham Area Disability Leisure Group

Annual Report and Financial Statements

Year ended: 31 December 2020

Charity no: 1049610

DURHAM AREA DISABILITY LEISURE GROUP

Reports and Financial Statements

Year ended: 31 December 2020

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Legal and administrative information

Charity number: 1049610

Trustees: L Horsley
L Davison
L Garbutt
A Young

Chair: S Gascoigne

Treasurer: P Norman

Secretary: C Kirton

Deputy Chair: K Murray

Address: Vane Tempest Hall
Maynards Row
Gilesgate
Durham
DH1 1QF

Independent Examiner: Neil Mullen FCA FCCA
Mullen Stoker Ltd
Mullen Stoker House
Mandale Business Park
Belmont Industrial Estate
Durham
DH1 1TH

DURHAM AREA DISABILITY LEISURE GROUP

Year ended: 31 December 2020

Independent Examiner's Report to the Trustees of Durham Area Disability Leisure Group

I report to the Charity trustees on my examination of the accounts of the Charity (number 1049610) for the year ended 31 December 2020 which are set out on pages 3 to 7.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

- 1 accounting records were not kept in respect of the Charity as required by section 130 of the Charities Act; or
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a "true and fair view" which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Neil Mullen FCA FCCA

Mullen Stoker Ltd Chartered Accountants

Mullen Stoker House

Mandale Business Park

Belmont Industrial Estate

Durham

DH1 1TH



Date 12 August 2021

DURHAM AREA DISABILITY LEISURE GROUP
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST DECEMBER 2020

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
INCOME					
Donations, legacies and other similar receipts:					
Other Donations	3	1,230	10,961	12,191	38,305
Durham County Council		44,999	0	44,999	42,081
Greggs Foundation		22,000	0	22,000	8,000
COVID		10,000	6,655	16,655	0
Operating activities to generate funds					
Project Income/Member Contributions		2,580	0	2,580	22,690
Ticket Sales and Subscriptions		1,372	0	1,372	7,952
Interest Received		22	0	22	5
Total		82,203	17,616	99,819	119,033
EXPENDITURE					
Charitable Activities	4	14,101	11,110	25,211	10,996
Support Costs	4	21,991	168	22,159	19,126
Management and Administration	4	11,249	1,066	12,315	50,011
Total		47,341	12,345	59,686	80,133
Net incoming resources/(resources expended) before transfer		34,862	5,271	40,133	38,900
Transfers between funds		3,653	(3,653)	0	0
				0	0
Net incoming resources/(resources expended)		38,515	1,618	40,133	38,900
Realised gains on investments assets		0	0	0	0
Unrealised gains on investments assets		0	0	0	0
Net movement in funds		38,515	1,618	40,133	38,900
Fund balances brought forward at 1 January 2020		63,647	1,250	64,897	25,997
Fund balances carried forward at 31 December 2020		<u>102,162</u>	<u>2,868</u>	<u>105,030</u>	<u>64,897</u>

All of the above results are derived from continuing activities. All gains and losses recognised in the year are included above.

**DURHAM AREA DISABILITY LEISURE GROUP
STATEMENT OF ASSETS AND LIABILITIES
FOR THE YEAR ENDED 31ST DECEMBER 2020**

	Petty Cash	Current Account	Community Account	Savings Account	Total Funds 2020	Total Funds 2019
	£	£	£	£	£	£
Bank and Cash	54	7,462	57,513	40,001	105,030	64,897

	Total Funds 2020	Total Funds 2019
Funds	£	£
Unrestricted funds		
General fund	102,163	63,647
Restricted funds		
Youth Club	979	1,250
Durham Sport	1,888	0
	<u>105,030</u>	<u>64,897</u>

The financial statements on pages 3 to 7 were approved by the Committee and authorised for issue by the trustees on 12 August 2021 and signed on their behalf by:



S Gascoigne
Chair

DURHAM AREA DISABILITY LEISURE GROUP

Notes to the Financial Statements for the year ended 31 December 2020

1 Accounting policies

(a) Basis of preparation and going concern

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

These financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £1.

The Charity constitutes a Public Benefit Entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

(b) Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for a particular purpose. The cost of raising and administering such funds are charged against the specific fund.

(c) Incoming resources

All incoming resources are included in the Statement of Financial Activities when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

No amounts are included in the financial statements for services donated by volunteers.

(d) Grant income

Grant and contributions received for current year expenditure are recognised in full in the Statement of Financial Activities in the period in which they are received.

DURHAM AREA DISABILITY LEISURE GROUP**Notes to the Financial Statements for the year ended 31 December 2020****(e) Resources expended**

All expenditure is accounted for on a cash basis and has been classified under headings that aggregate all costs related to the category.

(f) Defined contribution pension scheme

Existing employees of the Charity were entitled to join Smart Pension which is funded by contributions from the employee and employer. New and existing employees were automatically enrolled into the master trust with the option to opt out should they choose to do so.

2 Related party transactions and trustees' expenses and remuneration.

The trustees give freely their time and expertise without any form of remuneration or other benefit in cash or kind (2019: £nil). Expenses, in respect of travel paid to a trustee in the year totalled £681.

3 Other donations

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Shakespear Temperance Trust			0	2,000
Ballinger Trust			0	1,000
Houghton Sports			0	300
Sainsbury Fundraising			0	1,254
DC-N Alderson Funeral			0	597
DC-SAFC - Supporters Club			0	1,432
CDCF		3,760	3,760	1,722
Ben Stokes			0	30,000
L Garbutt Syd Memory	200		200	0
JM Mason Syd Memory	30		30	0
Engel UK Ltd	1,000		1,000	0
Believe Housing		461	461	0
Durham Sport		4,990	4,990	0
Rothley Trust		750	750	0
Sir Julies Thorn		1,000	1,000	0
	<u>1,230</u>	<u>10,961</u>	<u>12,191</u>	<u>38,305</u>

DURHAM AREA DISABILITY LEISURE GROUP

Notes to the Financial Statements for the year ended 31 December 2020

4 Resources expended

	Unrestricted Funds	Restricted Funds	Total Funds 2020	Total Funds 2019
Charitable activities:	£	£	£	£
Event expenses	1,148	370	1,518	894
Transport expenses	814	0	814	7,889
Equipment	1,574	3,240	4,814	2,213
COVID activities	10,565	7,500	18,065	0
	<u>14,101</u>	<u>11,110</u>	<u>25,211</u>	<u>10,996</u>
Support costs:	£	£	£	£
Wages	20,597	0	20,597	17,599
Staff and volunteer expenses	256	0	256	1,527
COVID travel expenses	1,138	168	1,306	0
	<u>21,991</u>	<u>168</u>	<u>22,159</u>	<u>19,126</u>
Management and administration:	£	£	£	£
Rent and room hire	6,803	70	6,873	44,201
Accountancy	1,215	0	1,215	1,080
Coaching fees	152	54	206	1,124
Telephone, stationary, postage etc	1,001	943	1,944	720
Insurance	1,767	0	1,767	1,764
Sundry	311	0	311	1,122
	<u>11,249</u>	<u>1,067</u>	<u>12,316</u>	<u>50,011</u>



Durham Area Disability Leisure Group

Annual Report and Financial Statements

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