



## **Annual Report of Sedgefield Arts, Recreation and Community Association CIO June 20th 2024**

This report covers the period from 1<sup>st</sup> April 2023 to 31<sup>st</sup> March 2024

**Object 1:-** To establish, maintain and manage a Community Centre

Sedgefield Community Association CIO (SCA) is in Sedgefield, a small town of about 7000 inhabitants in County Durham. It has its home in Ceddesfeld Hall an 18<sup>th</sup> century ex rectory and a Grade 2 listed building. The building is owned by Sedgefield Town Council (STC) with whom we have a fully repairing lease. The lease includes the building, the car park and one metre around the building. It also covers the land that the Squash Club is built on. The lease, currently £3000 per year is reviewed every 3 years. The Community Association, formed in 1969, has occupied Ceddesfeld Hall since 1974 and has maintained it as a venue for community activities.

During this financial year the Hall has been heavily used. Building management, lettings and the like have been undertaken by volunteers. SCA employs no staff and appoints contractors for cleaning and maintenance work, all in line with approved policies.

During this financial year we have:

- 1 Replaced the lift
- 2 Upgraded the WiFi, linking it with the lift emergency call system;
- 3 Upgraded the electrics in the kitchen and replaced the fridge and dishwasher
- 4 Installed a defibrillator outside the building entrance.

Committed works for 2024/25

- 1 Replace oven and steel serving table in kitchen
- 2 Remedial works in the attic; hollow plaster, floorboards, vermin control
- 3 Electrical works including CCTV improvements
- 4 Treatments to Main Hall and upper rooms flooring

**Object 2:-** To work in partnership with other statutory and voluntary organisations to improve the conditions of life of local people by facilitating educational, recreational and leisure time activities.

The main hall and the three upstairs rooms are used by a variety of SCA sections and other community groups. It is used at least once per week by: Bridge class, Bridge group, Carpet Bowls, Pop-In Club, Weight Watchers, Art Group, Handbells, Lirica. Lyrics Youth Choir, Senior Lyrics Choir,

Sedgefield Art & Recreation Community Association    tel: 01740 620341  
[www.sedgefieldsca.org.uk](http://www.sedgefieldsca.org.uk)

Charity Registration No. 1161621

Model Railway Group, Mama Said, Durham Deafened Craft and Lip Reading and the Bar and Social Club. A number of groups use the building more than once per month i.e. Northumbrian Pipers Society, Northern Concertinas, Folk Music Group, SCA Craft, U3A Photography, U3A Creative Writing. Many groups use the premises once a month: Sedgefield Veterans, Sedgefield Local History, Sedgefield Development Trust, Sedgefield Referees, Pimms and Needles, Ceddesfolk Music Group, Sedgefield Show Committee, Acoustic Group, Sedgefield Squash Club, Sedgefield Players, SCA Trustees, U3A Book Group. Other community groups use it on an ad hoc basis e.g. Sedgefield in Bloom, Friends of St Edmund's Church, Christmas Wreath making, Hartbeeps (Darlington), Unity Foster Care.

Some sections are part of National organisations e.g. Northumbrian Pipers Society and North East Concertina Players. They are Affiliated Sections, pay a yearly affiliation fee and their members are all members of SCA

The SCA ran the Easter picnic on Easter Monday which was very well supported and open to any children aged below 12 years in the community. The Mediaeval Fayre, organised by a sub committee of SCA, was held in May and was a very successful sunny day for everyone. The Beer Festival organised by the Bar Section held in July was well attended on both nights and financially successful. A Burns Supper was held in January and a quiz in April and October. A free Family Fun Day was held in August and Open Mic evenings were held throughout the year. Ceddesfeld Hall hosted the STC Fireworks display in October, the Mayor's Quiz also in October and the Snow party in November. SCA participated in the Christmas Tree Festival at the end of November.

The SCA also lets out the main hall and upstairs rooms providing an income for SCA. It is a popular venue for children's parties, christenings, family parties, music events etc

### **3. Policies**

In addition to the rules laid down in the CIO constitution, SCA has established policies appropriate to its operations and the volunteers involved.

These are:-

1. Controls on Financial Assets
2. Health and Safety
3. Safeguarding Vulnerable Adults\*
4. Safeguarding Vulnerable Children\*
5. Equal Opportunities
6. GDPR

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## 7. Bullying and Harassment

## 8. Lone Working

## 9. Complaints

\* An appropriate and professionally trained and experienced trustee is the named person within each of these policies.

These policies are subject to review at no more than two yearly intervals to ensure their provisions meet with current guidance.

Additionally an operational risk assessment is completed for all activities; daily operational and special events and all trustees have undergone DBS certification.

## **4. Finance**

A full audited statement of SCA's income and expenditure for the financial year ending 31<sup>st</sup> March 2024 is attached, together with a list of Trustees.

The charity is not a grant making body and all Trustees are fully aware of the requirements associated with operating for public benefit. SCA operates as a voluntary organisation and no Trustee receives payment except for reasonable, receipted expenses. In total, we estimate more than 100 volunteers are involved in organising and delivering SCA activities.

Ceddesfeld Hall is a Grade 2 building dating from 1793. Trustees are cognisant of the challenges associated with responsibility for such a building in public use and maintain reserves to meet worst case. We have committed to work in the kitchen including replacing the cooker and steel serving table at a cost of £4000, remedial work in the attic and vermin control costing £10.000, electrical work and CCTV improvements costing £4000 and treatments to hall floor and upper room floors costing £2000. None of the above could have happened without the hard work of the Trustees and all the volunteers and I thank them. Our priority going forward must still be to attract younger members to continue the good work that all of our volunteers have accomplished in the last 50 years.

Dr Wendy R Gill, Chairman, June 20 2024

Additional Comments from the Chairman.

Two Trustees decided not to seek re-election this year: David Gill and Ian Sutherland have been SCA Trustees for several years, in fact David was SCA Chairman in 2012. Many thank to them for their hard work over those years.

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You will all be aware that John Robinson has been seriously ill recently and, as a direct result of this and his necessary recuperation, has decided to step down as SCA Secretary, a job he has done for about 30 years. When he is fully recovered he will be able to return as a Trustee. Our thanks go to John for all the work and experience he has devoted to SCA over those years.

SEDGEFIELD COMMUNITY ASSOCIATION

STATEMENT OF ACCOUNTS

FOR THE YEAR ENDED  
31ST MARCH 2024

Sedgefield Community Association  
Balance Sheet  
As at 31st March 2024

CURRENT ASSETS

Debtor 0

SCA Main Account

|                                   |       |        |
|-----------------------------------|-------|--------|
| Bank Current account              | 63847 |        |
| Bank Deposit account              | 73059 |        |
| Buildings Reserve Deposit account | 81473 |        |
|                                   |       | 218379 |

CURRENT LIABILITIES

|           |  |        |
|-----------|--|--------|
| Creditors |  | 2000   |
|           |  | 216379 |

Sections

|                      |       |        |
|----------------------|-------|--------|
| Bank Current account | 38547 |        |
| Bank Deposit account | 49935 |        |
| Cash on hand         | 3320  |        |
|                      |       | 91802  |
|                      |       | 308181 |

Financed by:

|                             |        |
|-----------------------------|--------|
| Reserves Brought forward    | 344380 |
| Main Account Surplus/(Loss) | -28917 |
| Sections Surplus            | -9282  |
|                             | 306181 |

.....  
Mrs W Gill    Chairperson

.....  
Mr J Robinson                      Secretary

.....  
Mr D Waters                      Treasurer

.....  
Date

**Sedgefield Community Association**  
**Profit and Loss Account**  
**For the year to 31st March 2024**

| <b>INCOME</b>                  | <b>2024</b>   | <b>2023</b> |
|--------------------------------|---------------|-------------|
| Grants                         | 40            | -500        |
| Subscriptions                  | 3312          | 3668        |
| Lettings                       | 12011         | 14040       |
| Mediavel Fayre                 | 3000          | 1731        |
| Social Dinners                 | 3930          | 0           |
| Bar Donation                   | 18000         | 30000       |
| Folk Festival Account          | 4667          | 0           |
| Interest Received              | 1194          | 665         |
| Rent Squash Club               | 1117          | 1117        |
|                                | 47271         | 50721       |
| <br>                           |               |             |
| <b>EXPENDITURE</b>             |               |             |
| Wages                          | 0             | 0           |
| Catering and Household         | 1955          | 3208        |
| Rents and Rates                | 5086          | 4779        |
| Light and Heat                 | 6681          | 7282        |
| Telephone                      | 358           | 315         |
| Security                       | 671           | 485         |
| Insurance                      | 5167          | 4686        |
| Repairs and Renewals Equipment | 6003          | 1554        |
| Repairs and Renewals Lift      | 24318         | 0           |
| Repairs and Renewals Premises  | 14156         | 5983        |
| Licences and Subscriptions     | 1280          | 414         |
| Cleaning                       | 8453          | 7517        |
| Stationery and Postage         | 180           | 141         |
| Sundry expenses                | 472           | 94          |
| New Lift                       | 0             | 10422       |
| Web Site                       | 910           | 1344        |
| Audit Fees                     | 500           | 500         |
| Gala Tent                      | 0             | 100         |
|                                | 76189         | 48824       |
| <br>                           |               |             |
| <b>Surplus for the Year</b>    | <b>-28917</b> | <b>1897</b> |

Sedgefield Community Association  
Sections  
Income and Expenditure Statement  
For the year to 31st March 2024

| SECTION                  | INCOME        | EXPENDITURE   |
|--------------------------|---------------|---------------|
| Art                      | 468           | 468           |
| Bar                      | 59282         | 68998         |
| Bowls                    | 1942          | 1441          |
| Craft                    | 259           | 287           |
| Handbell ringers         | 836           | 732           |
| Local History            | 742           | 1118          |
| Lirica                   | 1329          | 931           |
| Lyric Singers            | 15525         | 11216         |
| Players                  | 37125         | 33650         |
| Pop in Club              | 3326          | 2662          |
| Squash                   | 35358         | 43103         |
| Twinning                 | 661           | 3049          |
| Veterans                 | 4315          | 2843          |
| Deposit account interest | 49            | 0             |
|                          | <b>161217</b> | <b>170499</b> |
| Surplus/(Loss) for Year  |               | -9282         |
|                          | 161217        | 161217        |
| Surplus/(Loss) for Year  |               | <b>-9282</b>  |



**Auditors Report to Sedgefield Community Association Committee**  
**For the period Ended 31st March 2024**

I have carried out the audit in accordance with Auditing standards.  
In my opinion the accounts give a true and fair view of the Committees affairs  
as at 31st March 2024 and its surplus for the year.

.....  
A.B.CANNINGS ACA  
4a Front Street  
Sedgefield  
Stockton on Tees  
Cleveland TS21 3AT

.....

**Sedgefield Community Association  
Trustees and Committee Information  
For the Year Ended 31st March 2024**

|  |  |
|--|--|
|  | Wendy Gill   |
| Secretary  | John Robinson  |
| Treasurer  | Dudley Waters  |
| Vice Chairperson                                 | Patricia Buckley-Atkins  |
| Lettings Secretary                               | Wendy & David Gill   |
| Committee  | Rodger Easson<br>Sarah Guest<br>Tony Guest<br>Peter Hinde<br>Jamie Hinde<br>Ian Sutherland<br>Jean Easson<br>Margaret Sinclair |
| Sedgefield Town Council Nominees<br>(Non Voting) | Allan Blakemore  |

SEDGEFIELD COMMUNITY ASSOCIATION

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