

**DUDDON COMMUNITY SUPPORT (DCS)
CHARITY No. 1191000**

**Annual General Meeting: 7th December 2023
The Square Cafe, Broughton in Furness**

**Secretary's Report
2023**

1. Annual Compliance Statement (Annual Return) has been filed with the Charity Commission, enclosing as Appendices.

a. Accounts for year to 31 st December 2022

b. Annual Report from Trustees.

c. Annual Report from the chairman.

This Document is now available for public viewing online.

2. Trustees

a. Details of each of the 7 Trustees have been maintained on-line throughout the year – specifically other Trusteeships.

b. There has been one resignation and a new appointment of a Trustee during the year. This was at the AGM on 13th December 2022 in respect of the Vicar who moved to a new Parish. Please see minutes of that meeting for the specific details.

3. Safeguarding

a. A Safeguarding Policy imposing duties on Trustees and Volunteers has been adopted and is now in force and monitored.

b. The policy is subject to continual review.

c. There has been a potential safeguarding concern relating to a client who receives community meals. Whilst not requiring direct intervention by DCS, a 'watching brief' is being maintained. The client is currently supported by carers in their own home and has family assistance.

4. Disclosure + Barring Service checks (DBS....formerly CRB) on ALL Trustees and volunteers are still in force and valid.

5. Defibrillators

a. As Agreed at the 2021 AGM, the Charity has taken on responsibility for checking and maintaining 8 of the 9 Community Defibrillators in the Duddon Parish Council area.

b. Each of these has been registered on "The Circuit" (a national database) and is checked at least monthly as required.

c. One defibrillator has been replaced with a new model, the replaced unit has been repaired and will now be held as a spare.

CHAIRMAN'S REPORT

1. The Charity has continued to fulfil its functions through its third year with a steady effort from all the volunteers involved. There have been no changes in membership of the Trustees Board, although we do now have a new Secretary and a new Safeguarding Officer. My thanks to all of them for their efforts this year, in particular to the Treasurer, without whom it would be hard to carry on. The volunteer group has similarly maintained its core group with some additions and one or two losses.
2. On the Meals on Wheels front we deliver to an average of just under 30 clients per week, which has been a very stable group with few changes. Two of those are vegetarian which does make additional demands on the cooks. Catering businesses in the area are very loth to get involved because of the serious staffing issues that they all have. We have relied entirely on The Square Café and a nucleus of three regular cooks, supplemented by over a dozen volunteer bakers who are on a rota. I do not intend to duplicate the Treasurer's statistics, save to add that we rely as heavily as ever on donations, in the lack of which we would have serious fundraising to do. Huge thanks are due to all of the cooks, bakers and delivery staff – about 25 people in all.
3. The Charity is also heavily involved in the checking and maintenance of the eight public Defibrillators in our extended area, covering a good chunk of the Lake District and out to the coast. We are fortunate that there has been no incident involving their need but the First Responders and the Health Service are grateful for our work. Several public training sessions have been held locally and about 30 people have received that training from Local Responders.
4. Due to ill health the local work on a Resilience (or Emergency) Plan has not been finalized although it is close to that point. We have however received a grant which enabled a 'collar' to be fitted in the electric system in the Victory Hall so that a large generator can be attached in a crisis. North West Electricity have agreed that our Hall will be loaned such a generator in that event.
5. The one big change which has happened this year is the change in ownership of the Square Café. The new owner is happy for DCS to continue to use the café on Thursdays to produce meals for the foreseeable future.
6. The original intention when meals started to be produced in 2020 was to ease the stress of Covid and Lockdown. It remains clear that there is still a need in our local community which our organization is able to respond to.

S Wright Chair

**DUDDON COMMUNITY SUPPORT (DCS)
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**Treasurers Report
2023**

- i) The Annual Compliance Statement (Annual Return) has been filed with the Charity Commission enclosing;
 - Accounts for the year to 31st December 2022
 - Annual Report from the Trustees
- ii) The annual report for the 12 months year ending 31st December 2022 was tabled.

Points to note included that 1428 meals were provided, 400 of which were in the last quarter. Each meal had an average cost of £4.76, £3 of which was recouped as a contribution from the recipient. In the last quarter of 2022, the average meal cost £4.40, compared with £5.30 in the previous quarter to 30th September (the reason being that the purchase of ingredients in December was low)

The donation from the Square Café coffee morning of £391.50 is held in respect of defibrillator consumables, which were previously privately funded.

A donation of £2500 was received to enable the purchase of a fridge and freezer to enable DCS to offer resilience assistance in the event of any future emergency. This item, along with a microwave is now in place.

An application is to be made to CGP Trust Fund for further funds which will be required to fund operations with effect from 1st March.

Action: Selwyn Wright (action subsequently completed)

The report was formally proposed and accepted.

Duddon Community Support
Income & Expenditure Account
12 months ended 31 December 2023

| | £ | £ | £ |
|--|------|-------------|-------------|
| <u>INCOME</u> | | | |
| Donations - Other | 1100 | | |
| - By overpayment | 233 | | |
| Grant Application DPC Trust Fund | 2000 | | |
| Meals Paid for | 3862 | | |
| Interest Earned | 6 | | |
| TOTAL INCOME | | 7201 | |
| <u>EXPENDITURE</u> | | | |
| Service Charge paid to caterers | 2430 | | |
| Catering Ingredients | 3866 | | |
| Bank Charges | 60 | | |
| TOTAL EXPENDITURE | | 6356 | |
| Excess Income over expenditure (This Year) | | 845 | |
| Excess income (01/01/2023) | | 955 | |
| TOTAL FUNDS | | | 1800 |
| <u>REPRESENTED BY:</u> | | | |
| Balance at bank - current A/C | 1793 | | |
| Cash/Cheques cleared by bank | 72 | | |
| Accruals/Creditors (Inv. Tysons – Sept) | (65) | | |
| | | | 1800 |

Interesting facts / Notes to the Accounts

1. During the 3 months, 336 meals were supplied and paid at an average cost of £3.20 per meal, £3.00 of this is recouped from the client.
2. In the year to 31/12/24, 1287 meals were supplied at an average cost of 4.90 per meal
3. The average drain on our funds per week is £70.20 – between 13 week operation

Accruals as at 31/12/2024

Tysons – December £65

Client Adjustment

Client paying £50 per month instead of £13. Over 3 months the excess has been treated as a donation.

Clive Moody

Treasurer