



Trustees' Annual Report for the period

| | | | | | | | |
|------|-------------------|----|------|----|-----------------|----|------|
| From | Period start date | | | To | Period end date | | |
| | 01 | 04 | 2021 | | 31 | 03 | 2022 |

Section A

Reference and administration details

Charity name MELBOURNE & DISTRICT COMMUNITY CARE GROUP

Other names charity is known by
5160

MELBOURNE COMMUNITY CARE

Registered charity number (if any)

1191520

Charity's principal address

Unit D Williams Yard

Derby Road

Melbourne, Derby

Postcode **DE73 8JR**

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|---|-----------------|-----------------|-----------------------------------|---|
| 1 | Brian Dollamore | Chairman | | |
| | Jane Carroll | Secretary | | |
| | Alan Corbett | Treasurer | | |
| | Dr James Long | Trustee | | |
| | Philip Dobby | Trustee | | |
| | Nick Freeman | Trustee | | |
| | Roddy Lott | Trustee | | |
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| | |
| | |
| | |

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| | | |
| | | |
| | | |
| | | |

Name of chief executive or names of senior staff members (Optional information)

Section B Structure, governance and management

Description of the charity’s trusts

| | |
|---|--|
| Type of governing document (eg. trust deed, constitution) | Constitution |
| How the charity is constituted (eg. trust, association, company) | Trust |
| TAR | Elected at AGM 2 March 2012 |

Trustee selection methods
(eg. appointed by, elected by)

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

To provide for the local community:

- a) an information signposting service
- b) a befriending service for the lonely, elderly and housebound
- c) ~~a volunteer car service~~
- d) short-term wheelchair loan
- e) a minibus transfer service

We offer a wide range of information on many support services and how they can be contacted.

We operate a minibus service for a variety of uses.

We operate a befriending service to the elderly, lonely and housebound to provide help with shopping and collection of doctor's prescriptions.

We co-ordinate a voluntary car driver service and escort to assist with local health care and hospital appointments.

We provide short-term wheelchair loan.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Due to a Covid-19 our activities for the year have been severely curtailed, hence the loss of income and profit.

Section D Achievements and performance

**Summary of the
main achievements
of the charity during the
year**

Section E Financial review

Brief statement of the charity's policy on reserves

No reserves

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

See CC16a


Section F Other optional information

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Alan John Corbett

Treasurer

**Position (eg Secretary, Chair,
etc)**

Date

28/10/22

[illegible]

| | A | B | C | D | E | F | G | H | I | J | K | L | M | N | O | P | Q |
|----|------------------------------|---------------------------|----------|----------|-----------|-----------|-----------|----------|-----------|----------|---------------------------------------|----------|----------|-----------|-----------|-------------------|-----------|
| 31 | | | Apr-21 | May-21 | Jun-21 | Jul-21 | Aug-21 | Sep-21 | Oct-21 | Nov-21 | Dec-21 | Jan-22 | Feb-22 | Mar-22 | Total YTD | Total to March 21 | Total YTD |
| 32 | Expense Categories | | | | | | | | | | | | | | | | |
| 33 | Minibus | | | | | | | | | | | | | | | | |
| 34 | | Purchase | | | | | | | | | | | | | 0.00 | 0.00 | 0.00 |
| 35 | | Training | | | | | 170.00 | | | | 140.00 | | | | 310.00 | 0.00 | 0.00 |
| 36 | | Insurance/Tax | | | | | 1,260.52 | | | | | 165.00 | | | 1,425.52 | 1,400.10 | 1,400.10 |
| 37 | | Servicing and repairs | | | | 180.45 | | | 166.83 | | 25.00 | 204.28 | 362.93 | -166.83 | 772.66 | 565.05 | 565.05 |
| 38 | | Parking | | | | | | | | | | | | | 0.00 | 0.00 | 0.00 |
| 39 | | Fuel | | | | | | 35.01 | | 90.01 | | 80.01 | | 30.56 | 235.59 | 0.00 | 0.00 |
| 40 | | Driver expenses | | | | | | | | | | | | | 0.00 | 10.00 | 10.00 |
| 41 | | Checks | | | | 60.00 | | 20.00 | 15.00 | | 40.00 | | 25.00 | | 160.00 | 65.00 | 65.00 |
| 42 | Total Minibus | | 0.00 | 0.00 | 0.00 | 240.45 | 1,430.52 | 55.01 | 181.83 | 90.01 | 205.00 | 449.29 | 387.93 | -136.27 | 2,903.77 | 2,040.15 | 2,040.15 |
| 43 | Miscellaneous Expenses | | | | | | | | | | | | | | | | |
| 44 | | Fund raising costs | 18.00 | 18.00 | 18.00 | 18.00 | 18.00 | 18.00 | 18.00 | | | | | | 126.00 | 216.00 | 216.00 |
| 45 | | CRB checks | | | | | | | | | | 22.00 | | | 22.00 | 0.00 | 0.00 |
| 46 | | M&G shares | | | | | | | | | | | | | 0.00 | 0.00 | 0.00 |
| 47 | | Charitable donations | | | | | | | | 18.50 | | | | | 18.50 | 18.50 | 18.50 |
| 48 | Total Miscellaneous Expenses | | 18.00 | 18.00 | 18.00 | 18.00 | 18.00 | 18.00 | 18.00 | 18.50 | 0.00 | 22.00 | 0.00 | 0.00 | 166.50 | 234.50 | 234.50 |
| 49 | Office Expenses | | | | | | | | | | | | | | | | |
| 50 | | Wheelchairs | | | | | | | | | | | | | 0.00 | 0.00 | 0.00 |
| 51 | | Transfer to petty cash | | | | | | | | | | | | | 0.00 | 0.00 | 0.00 |
| 52 | | Telephone | 63.58 | 63.58 | 63.58 | 63.58 | 63.88 | 63.88 | 64.18 | 103.57 | 63.88 | 63.58 | 66.99 | 89.68 | 833.96 | 763.07 | 763.07 |
| 53 | | Stationery & printing | | | 24.26 | | | | | 37.48 | 25.63 | | | | 87.37 | 49.48 | 49.48 |
| 54 | | Stamps and postage | | | | | | | 15.84 | 68.00 | | | | | 83.84 | 23.40 | 23.40 |
| 55 | | Salaries | 847.02 | 802.02 | 802.02 | 802.02 | 802.02 | 802.02 | 802.02 | 802.02 | 802.02 | 802.02 | 802.02 | 837.02 | 9,704.24 | 9,522.16 | 9,522.16 |
| 56 | | Room Hire | | | | | | 50.00 | | | | | 25.00 | 18.00 | 93.00 | 0.00 | 0.00 |
| 57 | | IT costs | | | 143.80 | | | | | | | | | | 143.80 | 22.80 | 22.80 |
| 58 | | Insurance | | | | | | | 1,198.29 | | | | | | 1,198.29 | 1,092.70 | 1,092.70 |
| 59 | | Gifts, thank you etc | | | | | | | | | 122.34 | 3.99 | | | 126.33 | 172.82 | 172.82 |
| 60 | | Repairs & renewals | | | 1,236.00 | 11.69 | | | | | | | | | 1,247.69 | 0.00 | 0.00 |
| 61 | | Miscellaneous | | | 80.61 | | 3.85 | 18.75 | | | | | 506.55 | | 609.76 | 0.00 | 0.00 |
| 62 | | Petty cash | | | | | | | | | | | | | 0.00 | 0.00 | 0.00 |
| 63 | | Electricity | | | | | | | | | | | 176.29 | 292.22 | 468.51 | 317.91 | 317.91 |
| 64 | | Water | | | 49.70 | | 32.92 | | | 43.29 | | | 43.29 | | 169.20 | 156.10 | 156.10 |
| 65 | | Fire extinguisher service | | | | | | | 37.94 | | | | | | 37.94 | 28.38 | 28.38 |
| 66 | | Patrons scheme | | | | | | | | | | | | | 0.00 | 0.00 | 0.00 |
| 67 | | ID badges | | | | | | | | | | | | | 0.00 | 0.00 | 0.00 |
| 68 | Total Office Expenses | | 910.60 | 865.60 | 2,399.97 | 877.29 | 902.67 | 934.65 | 882.04 | 2,290.59 | 1,013.87 | 869.59 | 1,620.14 | 1,236.92 | 14,803.93 | 12,148.82 | 12,148.82 |
| 69 | Rent and insurance | | | | | | | | | | | | | | 0.00 | 0.00 | 0.00 |
| 70 | | Rent | 590.00 | 590.00 | 590.00 | 590.00 | 590.00 | 590.00 | 590.00 | 590.00 | 590.00 | 590.00 | 590.00 | 590.00 | 7,080.00 | 4,870.25 | 4,870.25 |
| 71 | | Insurance | | | | 158.17 | | | | | | | | | 158.17 | 133.03 | 133.03 |
| 72 | Total Rent and insurance | | 590.00 | 590.00 | 590.00 | 748.17 | 590.00 | 590.00 | 590.00 | 590.00 | 590.00 | 590.00 | 590.00 | 590.00 | 7,238.17 | 5,003.28 | 5,003.28 |
| 73 | Volunteer drivers | | | | | | | | | | | | | | | | |
| 74 | | Driver expenses | | | 74.29 | | 29.25 | 38.00 | 64.54 | 296.70 | 118.43 | 75.20 | 105.65 | 121.35 | 923.41 | 234.50 | 234.50 |
| 75 | Total Volunteer drivers | | 0.00 | 0.00 | 74.29 | 0.00 | 29.25 | 38.00 | 64.54 | 296.70 | 118.43 | 75.20 | 105.65 | 121.35 | 923.41 | 234.50 | 234.50 |
| 76 | Total Expense Categories | | 1,518.60 | 1,473.60 | 3,082.26 | 1,883.91 | 2,970.44 | 1,635.66 | 1,736.41 | 3,285.80 | 1,927.30 | 2,006.08 | 2,703.72 | 1,812.00 | 26,035.78 | 19,661.25 | 19,661.25 |
| 77 | | | | | | | | | | | | | | | | | |
| 78 | Grand Total | | -137.67 | 60.69 | -1,710.98 | -1,023.56 | 13,693.27 | -743.34 | -1,480.36 | 7,933.31 | 335.67 | -197.39 | -958.15 | -1,170.62 | 14,600.87 | 3,516.19 | 3,516.19 |
| 79 | | | | | | | | | | | Difference from same period last year | | | | | 11,084.68 | |
| 80 | | | | | | | | | | | | | | | | | |
| 81 | MoneyDance Total | | -137.67 | 60.69 | -1,710.98 | -1,023.56 | 13,693.27 | -743.34 | -1,480.36 | 7,933.31 | 335.67 | -197.39 | -958.15 | -1,170.62 | | | |
| 82 | Check | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | | |

| | A | B | C | D | E | F | G | H | I | J | K | L | M | N | O | P | Q |
|-----|---|-------------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|---|-------|
| 83 | | | | | | | | | | | | | | | | | |
| 84 | INVESTMENT & ASSETS ACCOUNTS | | | | | | | | | | | | | | | | |
| 85 | | | | | | | | | | | | | | | | | |
| 86 | M&G investments (1) | | | | | | | | | | | | | | | | |
| 87 | | Opening balance | 25,107.80 | | | | | | | | | | | | | | |
| 88 | | Decrease | | | 46.75 | | | 239.86 | | | 224.03 | | | | | | |
| 89 | | Increase | | | | | | | 15,000.00 | 10,000.00 | | | | | 24,489.36 | | |
| 90 | | Current balance | 25,107.80 | 25,107.80 | 25,061.05 | 25,061.05 | 25,061.05 | 24,821.19 | 39,821.19 | 49,821.19 | 49,597.16 | 49,597.16 | 49,597.16 | 49,597.16 | | | |
| 91 | | Annual % gain | | | | | | | | | | | | | 97.54% | | -0.03 |
| 92 | | | | | | | | | | | | | | | | | |
| 93 | | | | | | | | | | | | | | | | | |
| 94 | | | | | | | | | | | | | | | | | |
| 95 | | Net Worth | | | | | | | | | | | | | | | |
| 96 | | As of: | Apr-21 | May-21 | Jun-21 | Jul-21 | Aug-21 | Sep-21 | Oct-21 | Nov-21 | Dec-21 | Jan-22 | Feb-22 | Mar-22 | | | |
| 97 | | | | | | | | | | | | | | | | | |
| 98 | | Account | Amount | | | | | | | | | | | | | | |
| 99 | | Cash in hand | 366.89 | 386.89 | 315.57 | 146.04 | 154.44 | 183.38 | 137.80 | 154.00 | 256.83 | 482.28 | 297.18 | 357.18 | | | |
| 100 | | M&G Investments | 25,107.80 | 25,107.80 | 25,107.80 | 25,061.05 | 25,061.05 | 24,821.19 | 39,821.19 | 49,821.19 | 49,821.19 | 49,597.16 | 49,597.16 | 49,597.16 | | | |
| 101 | | NatWest Current Account | 20,587.90 | 20,638.59 | 19,096.77 | 18,134.90 | 31,819.77 | 31,047.04 | 14,612.71 | 12,511.82 | 12,762.66 | 12,339.82 | 11,566.77 | 10,336.15 | | | |
| 102 | | Total | 46,062.59 | 46,133.28 | 44,520.14 | 43,341.99 | 57,035.26 | 56,051.61 | 54,571.70 | 62,487.01 | 62,840.68 | 62,419.26 | 61,461.11 | 60,290.49 | | | |



| | |
|--|-------------------------------|
| Charity Name MELBOURNE AND DISTRICT COMMUNITY CARE | No (if any) 1191520 |
|--|-------------------------------|

Receipts and payments accounts

| | | | |
|------------------------|-------------------------------|----|------------------------------|
| For the period from | Period start date 4/1/2021 | To | Period end date 3/31/2022 |
|------------------------|-------------------------------|----|------------------------------|

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ |
|---|---|--------------------------------------|-------------------------------------|---------------------------------|
| A1 Receipts | | | | |
| Bank Interest | - | - | - | - |
| General Income | 36,035 | - | - | 36,035 |
| Investment Income | 659 | - | - | 659 |
| Minibus Income | 25 | - | - | 25 |
| Misc. Income | - | - | - | - |
| Volunteer Cars Income | 1,007 | - | - | 1,007 |
| Wheelchair Income | - | - | - | - |
| Grants Received | 2,911 | - | - | 2,911 |
| Sub total (Gross income for AR) | 40,637 | - | - | 40,637 |
| A2 Asset and investment sales, (see table). | | | | |
| | - | - | - | - |
| | - | - | - | - |
| Sub total | - | - | - | - |
| Total receipts | 40,637 | - | - | 40,637 |
| A3 Payments | | | | |
| Minibus | 2,904 | - | - | 2,904 |
| Misc. | 167 | - | - | 167 |
| Office related | 14,804 | - | - | 14,804 |
| Rent and Insurance | 7,238 | - | - | 7,238 |
| Volunteer Driver Expenses | 923 | - | - | 923 |
| | - | - | - | - |
| | - | - | - | - |
| | - | - | - | - |
| Sub total | 26,036 | - | - | 26,036 |
| A4 Asset and investment purchases, (see table) | | | | |
| | - | - | - | - |
| | - | - | - | - |
| Sub total | - | - | - | - |
| Total payments | 26,036 | - | - | 26,036 |
| Net of receipts/(payments) | 14,601 | - | - | 14,601 |
| A5 Transfers between funds | - | - | - | - |
| A6 Cash funds last year end | - | - | - | - |
| Cash funds this year end | 14,601 | - | - | 14,601 |

Section B Statement of assets and liabilities at the end of the period

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ |
|---|--|------------------------------------|----------------------------------|
| B1 Cash funds | Cash in Hand | 357 | - |
| | Natwest Curret Account | 10,993 | - |
| | M&G Investments | 48,312 | - |
| | Total cash funds | 59,662 | - |
| | (agree balances with receipts and payments account(s)) | Agreement Error | OK |
| B2 Other monetary assets | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| B3 Investment assets | Details | Fund to which asset belongs | Cost (optional) |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
| B4 Assets retained for the charity's own use | Details | Fund to which asset belongs | Cost (optional) |
| | Minibus | Unrestricted | 28,575 |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
| | | | - |
| B5 Liabilities | Details | Fund to which liability relates | Amount due (optional) |
| | Uncleared Cheques | Unrestricted / General | 855 |
| | Uncleared Credits | Unrestricted / General | - 198 |
| | | | - |
| | | | - |

Signed by one or two trustees on behalf of all the trustees

Signature



Print Name

| | |
|--------------|---|
| Alan Corbett | # |
| | |

CC16a

Last year

to the nearest £

| |
|--------------|
| - |
| 5,478 |
| 325 |
| - |
| - |
| 48 |
| - |
| 42 |
| 5,893 |

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| - |
| - |

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|--------------|
| 5,893 |
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| 785 |
| 127 |
| 6,687 |
| 2,951 |
| - |
| - |
| - |
| - |
| - |
| 10,549 |

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| - |

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|---------------|
| 10,549 |
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|---|--------------|
| - | 4,656 |
| - | |
| - | |
| - | 4,656 |



**Endowment
funds
to nearest £**

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| - |
| - |
| - |
| - |

OK

**Endowment
funds
to nearest £**

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| - |
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| - |

**Current value
(optional)**

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| - |

**Current value
(optional)**

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**When due
(optional)**

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**Date of
approval**

| |
|------------|
| 10/28/2022 |
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