

CHESTER & DISTRICT COMMITTEE FOR  
DEAF PEOPLE

**Annual Report & Financial Statements**  
**Year Ended**  
**31<sup>st</sup> March 2024**

Registered Charity No: 237910

# **Chester & District Committee for Deaf People**

## **Annual Report & Financial Statements**

For the year ended 31<sup>st</sup> March 2024

### **Registered and Operation Address**

Chester Deaf Centre  
South View Road  
Chester  
CH1 4JG

### **Independent Examiners**

#### **DJH Mitten Clarke**

Chester House  
Lloyd Drive  
Cheshire Oaks Bus Park  
Ellesmere Port  
Cheshire CH65 9HQ

### **Bankers**

#### **National Westminster plc**

33 Eastgate St  
Chester  
Cheshire  
CH1 1LG

## **Contents**

Officers & Council of Management .....	2
Report of the Council of Management.....	3
Independent Examiners Report.....	5
Consolidated Receipts & Payments Accounts.....	7
Consolidated Assets & Liabilities.....	9
Chester & District Committee for Deaf People (CADCDP) Receipts & Payments Accounts ...	10
CADCDP Bar Receipts & Payments Accounts .....	11
Volunteers in Partnership (VIP's) Receipts & Payments Accounts .....	12

Throughout this report the word 'Deaf' (with a capital D) is used to denote an individual whose first language is British Sign Language (BSL), while the term 'D/deaf' – now widely recognised by care service professionals – refers to everyone with a hearing loss: Deaf, deaf, deafened and hard-of-hearing. D/deafblind people are now recognised as having a unique disability, but the D/deaf distinction is still relevant in identifying whether they use BSL or spoken English as their preferred method of communication.

## Officers & Council of Management

For the year ended 31<sup>st</sup> March 2024

The organisation is a charity and was registered on 30<sup>th</sup> October 1964, prior to registration the organisation had existed as an unregistered charity since 1936.

### The Council of Management

The following were members of the Council of Management during the year:

- |                          |                                     |
|--------------------------|-------------------------------------|
| • <b>Chair</b>           | Mr M Ritchie                        |
| • <b>Secretary (Hon)</b> | Mr M Ritchie (to 30 September 2023) |
| • <b>Secretary (Hon)</b> | Mrs F Dodd (from 30 September 2023) |
| • <b>Treasurer (Hon)</b> | Mr M Jones                          |

- Mrs A Hesketh
- Mr A Mayers
- Mrs S Pane (Previously Miss S Fletcher)
- Mr C Beadles
- Mr J Pane
- Mrs M Killoran
- Ms I Bassett (appointed 30 September 2023)
- Mr R Bassett (appointed 30 September 2023)

## **Report of the Council of Management**

### **For the year ended 31st March 2024**

The Council of Management submit their report and the receipts and payments accounts of the Committee for the year ended 31<sup>st</sup> March 2024.

## **Structure, Governance and Management**

### **Governing Document**

The organisation is a registered charity and was established under a Constitution which details its objects and powers.

### **Recruitment and Appointment of Council of Management**

Under the requirements of the Constitution the members of the Council are elected to serve for a period of one year, after which they must be re-elected at the next Annual Meeting of Members. The Council seeks to ensure that the needs of D/deaf people are appropriately reflected through the diversity of the Trustee body. To enhance the potential pool of Trustees the charity has, through networking with other organisations in the local area and throughout the local Deaf Communities, sought to identify D/deaf individuals who would be willing to become members of the Council.

### **Trustee Induction and Training**

Most Trustees are already familiar with the practical work of the charity having been involved with the charity, or the local Deaf Community, in one form or another.

New Trustees are invited and encouraged to visit the Charity's offices and meet with the Chair to familiarise themselves with the charity and the context within which it operates.

A Trustee Induction pack has also been prepared which includes the following information:

- Trustee Role Description
- The Essential Trustee (Charity Commission leaflet CC3)
- Welcome to New Trustees
- Statutory Accounts
- Constitution
- Minutes of Previous Council and Members Meetings

## **Organisational Structure**

The charity has a Council of Management of 8 members who meet quarterly and are responsible for the strategic direction and policy of the charity. The Honorary Secretary and Treasurer also attend Council meetings.

## **Objectives and Activities**

The Charity's objects and principal activities are:

The relief of D/deaf people resident in the borough of Chester and such other areas in the County of Cheshire, as the Council of Management may from time to time decide including:

- The provision and maintenance of religious and recreational facilities intended to improve the quality of life for D/deaf people;
- The provision and maintenance of social welfare centres for D/deaf people;
- To increase the active involvement of D/deaf people within the Chester area;
- To improve links with other D/deaf organisations;
- To increase the public's awareness of D/deafness and of the Committee.

In preparing the annual report the Trustees have had regard to the Charity Commission's guidance on public benefit and believe that the objectives and activities meet these requirements. The Committee continues to operate successfully in achieving its overall objectives.

## **Financial Review**

In the financial year to 31 March 2024, the Committee showed a deficit of £35,056.26. This is due to the repairs and maintenance expenses increasing considerably during the year. The reason for this is that the Space Hive Campaign donations received during the 2022/23 financial year were utilised in this year to upgrade the kitchen to a professional standard.

### **Investment Policy**

The Trustees having regard to the liquidity requirements of the Committee have operated a policy of keeping available funds in an interest bearing deposit account and seek to achieve a rate of deposit interest which matches or exceeds inflation as measured by the retail price index.

### **Property**

In the opinion of the Council of Management, the value of the freehold property is in excess of the net book value.

### **Future Developments**

As reported in the last Trustee report the committee are committed to generating income for maintaining and undertaking further developments at the centre to improve the amenities of the building. As well as organising events, the committee will continue to seek suitable fundraising opportunities.

The promotion of the building as being available for hire for social events is paramount and this will be a way of ensuring the future proofing of the centre can be achieved.

## **Responsibilities of the Council of Management**

The Committee shall comply with their obligations under the Charities Act 2011 (or any statutory re-enactment or modification of that Act) with regard to:

- the keeping of accounting records for the Charity
- the preparation of annual statements of account for the Charity
- the independent examination of the statements of account of the Charity
- the transmission of statements of account to the Charity Commissioners

## **Annual General Meeting**

The Annual General Meeting of the Committee will be held on 21 September 2024 at the Deaf Centre, South View Road, Chester, in accordance with the formal notice thereof, at which the Council's Report and Statement of Accounts will be amplified.

Under the requirements of the Constitution the members of the Council will be elected to serve for a period of one year.

## **Independent Examiners**

In the year to 31 March 2024 it is not envisaged that an audit will be required. It is recommended that DJH Chester Limited be retained as independent examiners.

Approved by the Council of Management on 21 September 2024 and signed on its behalf by

**Chair M Ritchie**  
**Council of Management**

The Deaf Centre  
South View Road  
Chester  
Cheshire  
CH1 4JG

## **Independent examiner's report to the Trustees of 'Chester and District Committee for Deaf People**

I report to the trustees on my examination of the accounts of the Trust for the year ended 31 March 2024.

### **Responsibilities and basis of report**

As the charity trustees of the trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the act").

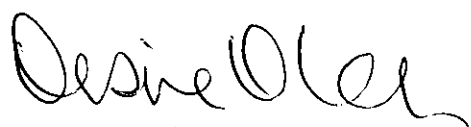
I report in respect of my examination of the trust's accounts carried out under section 145 of 2011 Act and in carrying out my examination, I have followed all of the applicable directors given by the Charity Commission under section 145 (5)(b) of the Act.

### **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. accounts records were not kept in respect of the trust as required by section 130 of the Act or;
2. the accounts do not accord with those records.

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



Signed: 21/11/2024

Mrs D D Lea  
FCA, FCCA  
DJH Chester Limited  
Chester House  
Lloyd Drive, Cheshire Oaks Business Park  
Ellesmere Port

Date:

## RECEIPTS AND PAYMENTS ACCOUNTS

Chester & District Committee for Deaf People

For the year ended 31 March 2024

Account	COMMITTEE	BAR	VIP	Total
<b>Receipts</b>				
Bank Interest Income	1,020.70	86.48	0.00	1,107.18
Chester and District Fundraising Events	878.55	0.00	0.00	878.55
Chester and District Membership Subscriptions	1,290.00	0.00	0.00	1,290.00
Cleaner Reimbursement from DSN	906.60	0.00	0.00	906.60
Dee Sign Choir Fundraising	0.00	0.00	3,988.50	3,988.50
Donations and legacies	1,662.67	1,089.16	0.00	2,751.83
Hall Hire Income	3,176.00	0.00	0.00	3,176.00
Merchandise Sales	0.00	0.00	45.00	45.00
Other Revenue	4,026.80	0.00	150.00	4,176.80
Rent received from Deafness Support Network (DSN)	6,562.50	0.00	0.00	6,562.50
Sales	0.00	14,266.86	0.00	14,266.86
<b>Total Receipts</b>	<b>19,523.82</b>	<b>15,442.50</b>	<b>4,183.50</b>	<b>39,149.82</b>
<b>Cost of Sales</b>				
Cost of Goods Sold	0.00	7,950.16	0.00	7,950.16
<b>Total Cost of Sales</b>	<b>0.00</b>	<b>7,950.16</b>	<b>0.00</b>	<b>7,950.16</b>
<b>Gross Profit</b>	<b>19,523.82</b>	<b>7,492.34</b>	<b>4,183.50</b>	<b>31,199.66</b>
<b>Payments</b>				
Audit & Accountancy fees	1,074.00	0.00	0.00	1,074.00
Bank Fees	0.00	90.00	0.00	90.00
Bar Licence	0.00	70.00	0.00	70.00
Bin collection charges	987.00	0.00	0.00	987.00
BSL Interpreter Fees	300.00	0.00	20.00	320.00
Cleaning	3,003.39	0.00	0.00	3,003.39
DBS Checks	229.20	0.00	0.00	229.20
General Expenses	405.00	0.00	1,239.85	1,644.85
Goodtill Sumup	0.00	452.40	0.00	452.40
Insurance	2,420.37	0.00	0.00	2,420.37
IT Software and Consumables	467.86	0.00	0.00	467.86
Legal Expenses	1,560.00	0.00	0.00	1,560.00
Light, Power, Heating	3,067.00	0.00	0.00	3,067.00
Mileage Expenses	0.00	0.00	260.00	260.00
Repairs & Maintenance	46,916.77	0.00	0.00	46,916.77
Subscriptions	159.00	0.00	182.35	341.35
Taxi Fares	2,427.65	0.00	0.00	2,427.65
Water charges	924.08	0.00	0.00	924.08
<b>Total Payments</b>	<b>63,941.32</b>	<b>612.40</b>	<b>1,702.20</b>	<b>66,255.92</b>
<b>SURPLUS/(DEFICIT FOR THE YEAR)</b>	<b>(44,417.50)</b>	<b>6,879.94</b>	<b>2,481.30</b>	<b>(35,056.26)</b>



## RECEIPTS AND PAYMENTS ACCOUNTS

Chester & District Committee for Deaf

People

For the year ended 31 March 2023

Account	COMMITTEE	BAR	VIP	Total
<b>Receipts</b>				
Bank Interest Income	280.13	67.03	0.00	347.16
Chester and District Fundraising Events	835.20	0.00	0.00	835.20
Chester and District Membership Subscriptions	580.00	0.00	0.00	580.00
Cleaner Reimbursement from DSN	89.10	0.00	0.00	89.10
Dee Sign Choir Fundraising	0.00	0.00	2,912.46	2,912.46
Donations and legacies	26,655.00	0.00	380.00	27,035.00
Hall Hire Income	2,937.22	0.00	0.00	2,937.22
Other Revenue	440.37	0.00	0.00	440.37
Rent received from Deafness Support Network (DSN)	8,750.00	0.00	0.00	8,750.00
Sales	0.00	19,836.36	0.00	19,836.36
Space Hive Donations	34,300.00	0.00	0.00	34,300.00
<b>Total Receipts</b>	<b>74,867.02</b>	<b>19,903.39</b>	<b>3,292.46</b>	<b>98,062.87</b>
<b>Cost of Sales</b>				
Cost of Goods Sold	0.00	5,965.04	0.00	5,965.04
<b>Total Cost of Sales</b>	<b>0.00</b>	<b>5,965.04</b>	<b>0.00</b>	<b>5,965.04</b>
<b>Gross Profit</b>	<b>74,867.02</b>	<b>13,938.35</b>	<b>3,292.46</b>	<b>92,097.83</b>
<b>Payments</b>				
Audit & Accountancy fees	954.00	0.00	0.00	954.00
Bank Fees	99.00	0.00	0.00	99.00
Bar Licence	0.00	70.00	0.00	70.00
Bin collection charges	282.06	0.00	0.00	282.06
BSL Interpreter Fees	80.00	0.00	70.00	150.00
Cleaning	847.13	0.00	0.00	847.13
DBS Checks	30.00	0.00	0.00	30.00
General Expenses	7,080.00	0.00	1,080.22	8,160.22
HMRC Fine	100.10	0.00	0.00	100.10
Insurance	2,300.20	0.00	0.00	2,300.20
IT Software and Consumables	842.58	0.00	0.00	842.58
Legal Expenses	1,420.00	0.00	0.00	1,420.00
Light, Power, Heating	2,724.10	0.00	0.00	2,724.10
Postage, Freight & Courier	2.35	0.00	0.00	2.35
Printing & Stationery	581.07	0.00	90.82	671.89
Repairs & Maintenance	20,296.19	0.00	0.00	20,296.19
Subscriptions	209.00	0.00	163.13	372.13
Taxi Fares	322.27	0.00	0.00	322.27
Water charges	725.30	0.00	0.00	725.30
<b>Total Payments</b>	<b>38,895.35</b>	<b>70.00</b>	<b>1,404.17</b>	<b>40,369.52</b>
<b>SURPLUS/(DEFICIT FOR THE YEAR)</b>	<b>35,971.67</b>	<b>13,868.35</b>	<b>1,888.29</b>	<b>51,728.31</b>

## ASSETS AND LIABILITIES

Chester & District Committee for Deaf People

As at 31 March 2024

Account	31 Mar 2024	31 Mar 2023
<b>Assets retained for the charity's own use</b>		
Buildings	624,810.00	624,810.00
Computer Equipment	594.00	594.00
<b>Total Assets retained for the charity's own use</b>	<b>625,404.00</b>	<b>625,404.00</b>
<b>Cash funds</b>		
<b>Cash at bank and in hand</b>		
Current Reserve Sweep 80851568	65,815.21	94,531.23
BAR RESERVE ACCT DNU Closed May 24	3,084.17	12,045.72
DNU NW Liquidity Closed May 24	5,399.18	5,259.17
NW VIP'S Curr 33067155	28,311.09	25,829.79
<b>Total Cash at bank and in hand</b>	<b>102,609.65</b>	<b>137,665.91</b>

## COMMITTEE RECEIPTS AND PAYMENTS

Chester & District Committee for Deaf People  
For the year ended 31 March 2024

Account	2024	2023
<b>Receipts</b>		
Bank Interest Income	1,020.70	280.13
Chester and District Fundraising Events	878.55	835.20
Chester and District Membership Subscriptions	1,290.00	580.00
Cleaner Reimbursement from DSN	906.60	89.10
Donations and legacies	1,662.67	26,655.00
Hall Hire Income	3,176.00	2,937.22
Other Revenue	4,026.80	440.37
Rent received from Deafness Support Network (DSN)	6,562.50	8,750.00
Space Hive Donations	0.00	34,300.00
<b>Total Receipts</b>	<b>19,523.82</b>	<b>74,867.02</b>
<b>Payments</b>		
Audit & Accountancy fees	1,074.00	954.00
Bank Fees	0.00	99.00
Bin collection charges	987.00	282.06
BSL Interpreter Fees	300.00	80.00
Cleaning	3,003.39	847.13
DBS Checks	229.20	30.00
General Expenses	405.00	7,080.00
HMRC Fine	0.00	100.10
Insurance	2,420.37	2,300.20
IT Software and Consumables	467.86	842.58
Legal Expenses	1,560.00	1,420.00
Light, Power, Heating	3,067.00	2,724.10
Postage, Freight & Courier	0.00	2.35
Printing & Stationery	0.00	581.07
Repairs & Maintenance	46,916.77	20,296.19
Subscriptions	159.00	209.00
Taxi Fares	2,427.65	322.27
Water charges	924.08	725.30
<b>Total Payments</b>	<b>63,941.32</b>	<b>38,895.35</b>
<b>SURPLUS/(DEFICIT) FOR THE YEAR</b>	<b>(44,417.50)</b>	<b>35,971.67</b>

## BAR RECEIPTS AND PAYMENTS

Chester & District Committee for Deaf People  
For the year ended 31 March 2024

Account	2024	2023
<b>Receipts</b>		
Bank Interest Income	86.48	67.03
Donations and legacies	1,089.16	0.00
Sales	14,266.86	19,836.36
<b>Total Receipts</b>	<b>15,442.50</b>	<b>19,903.39</b>
<b>Bar purchases</b>		
Cost of Goods Sold	7,950.16	5,965.04
<b>Total Bar purchases</b>	<b>7,950.16</b>	<b>5,965.04</b>
<b>Gross profit</b>	<b>7,492.34</b>	<b>13,938.35</b>
<b>Payments</b>		
Bank Fees	90.00	0.00
Bar Licence	70.00	70.00
Goodtill Sumup	452.40	0.00
<b>Total Payments</b>	<b>612.40</b>	<b>70.00</b>
<b>Surplus/(Deficit) for the year</b>	<b>6,879.94</b>	<b>13,868.35</b>

## VIP's RECEIPTS AND PAYMENTS

Chester & District Committee for Deaf  
People  
For the year ended 31 March 2024

Account	2024	2023
<b>Receipts</b>		
Dee Sign Choir Fundraising	3,988.50	2,912.46
Donations and legacies	0.00	380.00
Other Revenue	150.00	0.00
Merchandise Sales	45.00	0.00
<b>Total Receipts</b>	<b>4,183.50</b>	<b>3,292.46</b>
<b>Payments</b>		
BSL Interpreter Fees	20.00	70.00
General Expenses	1,239.85	1,080.22
Printing & Stationery	0.00	90.82
Subscriptions	182.35	163.13
Mileage Expenses	260.00	0.00
<b>Total Payments</b>	<b>1,702.20</b>	<b>1,404.17</b>
<b>Surplus/(Deficit) for the year</b>	<b>2,481.30</b>	<b>1,888.29</b>