

# ACLE VOLUNTARY AID

Minutes of the **Annual General Meeting** held on Wednesday  
12<sup>th</sup> June 2024 at 2.00pm at Acle Methodist Church

		ACTION
	<p><b>PRESENT:</b> Dr Nigel Rolls (Chairman) NR; Mandy Stimpson (Coordinator) MS; Jan Farrar JF; Caroline Crane CC; Also present: Valerie Winfield (VW); Cliff Winfield (CW) – both members of AVA</p>	
	<p><b>APOLOGIES:</b> Pam Sullivan (Secretary). In her absence the minutes were taken by Jan Farrar. Andrew King (Treasurer) AK.</p>	
1.	<p><b>MINUTES OF LAST MEETING:</b>  There were three small corrections which were noted and amended. The minutes were then agreed as factually correct and signed by NR.</p>	
2.	<p><b>MATTERS ARISING:</b>  There were no matters arising.</p>	
3	<p><b>CHAIRMAN'S REPORT:</b>  The Covid epidemic and lockdown was an extremely difficult time for AVA. We had no meetings, no income and bills to pay. At one stage we thought that closing AVA was a possibility. The word was spread around Acle and the surrounding villages of our plight and I am proud to say that the community rallied to help us. AVA is beginning to thrive again and meet the needs of the elderly in this area. Our income has increased this past year, although so have the bills, and we are having to rely less on our savings. On a sadder note, I think most of you know that Nicolette Mullen has died. Colette was originally a volunteer helper who became a Trustee. She was very keen to see AVA do well and I am sure my fellow Trustees will agree with me how thoughtful and kind she was to us and our clients. We will miss her. Nationally and locally the number of elderly in the population is increasing, so AVA must rise to the challenge of helping those people with physical, social or psychological problems to the best of our ability. Of course, this would be difficult if it were not for a splendid team of volunteers who make the day run quietly and efficiently. We could not function without these volunteers and I must thank Mandy for all she does above and beyond her usual duties to run a highly efficient organisation.</p>	

4	<p><b>TREASURER'S REPORT:</b></p> <p>AK had provided the meeting with the end of year accounts (attached), which were to be audited. In his report he stated that that the accounts needed to be independently examined. He had contacted the previous examiner who was not keen to continue. He will approach another person who may possibly do it.</p> <ul style="list-style-type: none"> <li>• VW asked about the payments for the rent and increases. NR and MS explained that AVA had no control over this.</li> <li>• VW also asked about a possible conflict of interest with AK also being the Church Minister and a Trustee. It was explained that the Trustees were aware of this dilemma and alternative arrangements were actively being sought.</li> </ul>	<p><b>AK to contact possible Independent Examiner</b></p>
5	<p><b>CO-ORDINATOR'S REPORT:</b></p> <p>MS reported that numbers were increasing - 21 on Tuesdays and an average 22 on Wednesdays. She had turned away several referrals from out of our area -Dereham and South Walsham – as our Trust Deed does not allow this. This will be discussed at the following meeting. MS reported that there had been several donations from members and from the loans of equipment.</p> <p>Entertainments had included singer Graham Alcock and there were plans for further events including a possible Broads Tour from Wroxham and another Hayley Moss Concert in October. She was also planning to start up the Table Top sale again. Christmas plans were also underway – a return to Filby Bridge was planned for 18<sup>th</sup> December.</p> <p>AVA would be closed on 24/25<sup>th</sup> and 31<sup>st</sup> December. Re-open on 8<sup>th</sup> January '25.</p> <p>MS gave thanks to JF for covering her recent holiday. She also thanked the Volunteers, who were dedicated and always willing to help at short notice.</p> <ul style="list-style-type: none"> <li>• VW asked how we got people to volunteer? MS explained that they usually approached us.</li> <li>• VW suggested a possible link with the school as part of work experience.</li> </ul> <p><b>TRANSPORT REPORT:</b></p> <p>MS reported that the Minibus was taxed and that the MOT due 24th August 2025; Tail Lift service due August 2025; Insurance due 28th October 2025.</p> <p>NR stated that the minibus had about 2 years life left.</p> <p>MS informed the meeting of a recent problem when the minibus would not start. This was resolved through our breakdown insurance - all sorted and back on the road in time to take the members home.</p> <p>MS said that a new relief cook was needed, as Sue would retire at the end of this year.</p> <p>NR thanked MS for her report and all her hard work.</p>	

6.	<p><b>A.O.B.:</b></p> <p>CC reported an email from the Charities Commission re the forthcoming election, although this was not political.</p> <p>VW noted that there was some old information on a local website - possibly attached to the Parish Council? Updating this was discussed and it was agreed that this needs to be checked and an item for next Trustees meeting.</p> <p>There was a further discussion re the recent rent increases for the hire of the Hall.</p> <p>The accounts for 2023 and 2024 were signed by NR.</p>	<p><b>Agenda Item for next Trustees meeting.</b></p>
7.	<p><b>DATE OF NEXT MEETING:</b> T.B.A.</p>	
	<p>There being no further business, the meeting closed at 2.35pm.</p>	

ACLE VOLUNTARY AID  
(Registered Charity No. 285333)

FOR THE YEAR ENDED 31 MARCH 2024

INCOME AND EXPENDITURE ACCOUNT

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BALANCES OF ACCOUNTS, STATEMENT OF ASSETS AND  
DEPRECIATION

\*

COIF DEPOSIT ACCOUNT TRANSACTIONS

\*

NOTES ON THE ACCOUNTS

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TRUSTEES / OFFICIALS



ACLE VOLUNTARY AID (Registered Charity Number 285333)  
Income and Expenditure Account for year ended 31 March 2024

Income	2023 £	2024 £
Tuesday Day Club	4,187.00	9,493.00
Wednesday Luncheon Club	9,428.00	12,283.00
Specific Funds		
Bank Interest	0.00	0.00
Donations	1,573.60	2,586.78
BP Fuel Card Refund	0.00	0.00
Concert	0.00	388.41
Government Furlough Payments	0.00	0.00
Misc.	358.83	455.50
<b>Total</b>	<b>15,547.43</b>	<b>25,206.69</b>
<b>Expenditure</b>		
Salaries	13,723.22	17,039.93
Food	3,124.65	4,135.81
Fuel	641.91	887.14
Postage & Stationery	2.35	0.00
Telephone	57.97	74.25
Insurance	1,257.71	1,341.95
Rent	4,296.00	4,724.00
Vehicle Maintenance	525.41	1,635.20
Miscellaneous	359.94	368.08
Christmas Entertainment	276.00	395.00
Accountancy PAYE Services	600.00	0.00
Printing	171.00	63.00
Taxi Hire	0.00	0.00
Purchase of items	70.00	13.00
<b>Total</b>	<b>25,106.16</b>	<b>30,677.36</b>



Expenditure for the year	25,106.16	30,677.36
Excess of Income over Expenditure	(9,558.73)	(5,470.67)

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ACLE VOLUNTARY AID (Registered Charity Number 285333)

## BALANCES OF ACCOUNTS, STATEMENT OF ASSETS AND DEPRECIATION AS AT 31 MARCH 2024

### ACCOUNTS AND INVESTMENTS

Bank Current Account (Barclays, Acle)	£1367.11
Float	£40.00
CCLA Deposit Account	£5672.24
CCA Investment (Accumulation Units)	£92,551.73

### ASSETS (CURRENT VALUE)

Vauxhall Movano (February 2015 - £17,000)	£3,000.00
Cooker (purchased June 2018)	£600.00
Chairs (purchased July 2015)	£500.00

### DEPRECIATION (ACCUMULATED)

Vauxhall Movano CDTi	£14,000.00
Cooker	£600.00
Chairs	£4,540.00

### LIABILITIES -

None	£0.00
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## ACLE VOLUNTARY AID COIF CHARITIES DEPOSIT ACCOUNT WITH CCLA TRANSACTIONS FOR THE YEAR ENDED 31 MARCH 2024

Balance as at 1 April 2023	£10,254.02
Sale of Shares	£0.00
Transfer to Current Account	£5,000.00
Total Interest for the year	£418.22

Balance as at 31 March 2024	£5,672.24
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### ACLE VOLUNTARY AID TRUSTEES AND OFFICIALS

As at 31 March 2024

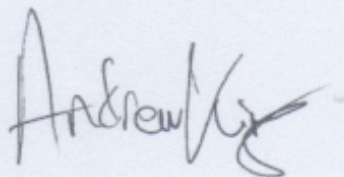
Trustees  
Dr Nigel Rolls (Chair)  
Caroline Crane  
Jan Farrar  
Reverend Andrew King (Treasurer)  
Mandy Stimpson (Co-ordinator)  
Secretary  
Pam Sullivan

ACLE VOLUNTARY AID (Registered Charity Number 285333)

## NOTES ON THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

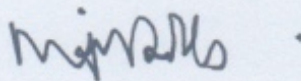


- Bank balances showing are after all items received and paid up to the 31 March 2024 have been taken into consideration
- The Accounts have been prepared in accordance with the requirements of the Charities Acts 2008 and 2011



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Reverend Andrew King  
Treasurer



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Dr Nigel Rolls  
Chair





Section A

Independent Examiner's Report

Report to the  
trustees/members of

Charity Name  
Acle Voluntary Aid Scheme

On accounts for the year  
ended

31 March 2024

Charity no  
(if any)

285333

Set out on pages

1 - 5

*(remember to include the page numbers of additional sheets)*

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2024**.

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 the 2011 Act and in carrying out my examination, I have followed the 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act
- the accounts do not accord with the accounting 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.

*\* Please delete the words in the brackets if they do not apply.*

Signed:

Date:

25/6/24

Name:

Mr Shaun Cushion

Relevant professional  
qualification(s) or body  
(if any):

Address:

The Manse, 2 Repps Rd, Martham

Gt Yarmouth

Norfolk

NR29 4QT