

Minutes of the Norfolk Zipper Club AGM held at Poringland Community Centre on Wednesday, 21st June 2023

Apologies: Christine Webber, Avril Walker, Jill Foreman, Len & Gwynn Thurston, Barry Smith

Stephen Bridge, our esteemed Patron was welcomed to the AGM.
The minutes of the previous meeting were read, approved, and signed by the Chair and there were no matters arising.

Treasurer's Report

Doug said the accounts were passed to Paul Taylor, Club Accountant, on 12th May 2023 and they met again yesterday. Paul had found no issues and the accounts will be uploaded to the Charity Commission website along with the minutes of the AGM and Paul's report. The accounts amounted to a 10 page report and Doug has all his books with him if anyone present wished to have a look.

The last 2 financial years had been affected by COVID.

Doug then went through several details of the accounts, each member present had access to a copy.

On expenditure £69,230 had been spent on equipment for Royal Papworth Hospital. £700 on postage although this included purchasing some extra to beat the increase.

Due to one of our members health, we did not attend the Fakenham Christmas Tree Festival so the £10 deposit was not used.

Doug was pleased to report that all cash prizes and printing of the Christmas Draw tickets had been sponsored. The licence we are required to have from Great Yarmouth Borough Council to authorise the Club to run Draws was £20 and this hasn't been changed in many years.

He went on to say the 40th Anniversary lunch went well.

Our insurance was up by £7.

Going on to Income Doug said Fundraising was up on the previous year. Coffee Mornings, a Garden Party, and collections contributed to this as did the efforts of Jordan Cooper with his Christmas Lights display and Ali Bailey running the New York Marathon.

Gift Aid was up and due to be claimed again for this year.

Interest was £3.02.

As of today, the Charity Account has £78,790; Flex Account £602 and Cheque Account £1,922.

Chairman's Report

Bob said much of the previous year's activities were covered in the Treasurer's Report. To achieve 40 years as a Club was worth celebrating, and it was a good "do" at Wensum Valley.

Bob said last year Val had been Secretary for 25 years.

Bob said the Carol Concert at Wymondham Abbey had gone off very well, although the weather may have put some people off.

Currently Bob said it is difficult to spend money at Royal Papworth Hospital although shortly Bob, John and Doug should have a meeting there. The Committee had agreed to purchase an item of equipment for around £50K but this was out of stock.

Looking forward there are several events the Club will attend, also collections. Also lunches at Brick Kilns and Bawburgh Golf Club.

Bob said the Marsham Show will not happen in the foreseeable future.

Bob thanked all the Committee for their support and work during the last year.
John Fitchew, Co-Chairman, then thanked Bob for all his work within the Club.
John mentioned an upcoming Skydive his family are doing to celebrate his 10th year following a heart transplant, with £950 raised to date, and he thanked them for doing this.
The Woodland Club is having a Race Night with proceeds to Norfolk Zipper Club if anyone would like to go.

Election of Officers

Members due to retire this year are Val Cole, Peter Munday and Barry Smith. All are prepared to be re-elected. Members duly elected them again.
There is one vacancy and Colin Hill had been proposed by John Fiddy and seconded by Val Cole. Colin was duly elected.

Any Other Business

Details of the September lunch were given by Colin Hill.
Alan Moore thanked all the Committee for their work during the year, he said without the Committee there would probably be no Zipper Club in Norfolk.
John Fiddy asked if anyone found the music and dancing noise distracting to conversation at the Xmas Lunch. Bob said we'll bear this in mind.
Peter Munday said Sprowston, Costessey and Wayland event still to come. Bric a brac and up to date clothes would be welcome.
Card payments at Collections were discussed although Doug said he is not aware of anything suitable currently available.

Bob finally thanked the twenty-five members and guests present for attending and closed the meeting.

Norfolk Zipper Club (Cardiac Patients Association)

Statement of Financial Activities
for the Year Ended 5 April 2023

	Notes	5.4.23 Unrestricted fund £	5.4.22 Total funds £
INCOMING RESOURCES			
Incoming resources from generated funds		3,967	2,882
Voluntary income		75,042	15,845
Activities for generating funds	2	3	-
Other incoming resources		<u> </u>	<u> </u>
Total incoming resources		79,012	18,727
RESOURCES EXPENDED			
Costs of generating funds		78,271	5,197
Costs of generating voluntary income		<u> </u>	<u> </u>
		741	13,530
NET INCOMING RESOURCES			
RECONCILIATION OF FUNDS			
Total funds brought forward		77,130	63,600
		<u> </u>	<u> </u>
TOTAL FUNDS CARRIED FORWARD		<u>77,871</u>	<u>77,130</u>

The notes form part of these financial statements

Norfolk Zipper Club (Cardiac Patients Association)

Balance Sheet
At 5 April 2023

	Notes	5.4.23 Unrestricted fund £	5.4.22 Total funds £
CURRENT ASSETS			
Cash at bank		77,872	77,131
CREDITORS			
Amounts falling due within one year	4	(1)	(1)
NET CURRENT ASSETS		<u>77,871</u>	<u>77,130</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>77,871</u>	<u>77,130</u>
NET ASSETS		<u><u>77,871</u></u>	<u><u>77,130</u></u>
FUNDS	5		
Unrestricted funds		<u>77,871</u>	<u>77,130</u>
TOTAL FUNDS		<u><u>77,871</u></u>	<u><u>77,130</u></u>

The financial statements were approved by the Board of Trustees on 21 June 2023 and were signed on its behalf by:

D. W. Mellor

Trustee

D. W. MELLOR - TREASURER
20 JUN - 23.

Norfolk Zipper Club (Cardiac Patients Association)

Notes to the Financial Statements
for the Year Ended 5 April 2023

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. ACTIVITIES FOR GENERATING FUNDS

	5.4.23	5.4.22
	£	£
Fundraising events	5,786	4,296
Fetes, Fairs, Shows etc	1,105	-
Collecting Cans	2,862	570
In Memoriam	53,952	3,259
Christmas Draw	2,745	2,790
Carol Service	672	-
Subscriptions & Donations	814	965
September Lunch	656	470
Christmas Lunch	2,252	1,665
February Lunch	759	540
Sponsorship of Christmas Draw & Tickets	626	642
Sale of NZC Regalia	14	5
Raffles & Draws	717	493
Sponsorship - Other	-	150
40th Anniversary Lunch	1,837	-
Sponsorship of Carol Concert	245	-
	<u>75,042</u>	<u>15,845</u>

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 5 April 2023 nor for the year ended 5 April 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 5 April 2023 nor for the year ended 5 April 2022.

4. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	5.4.23	5.4.22
	£	£
Trade creditors	<u>1</u>	<u>1</u>

Norfolk Zipper Club (Cardiac Patients Association)

Notes to the Financial Statements - continued
for the Year Ended 5 April 2023

5. MOVEMENT IN FUNDS

	At 6.4.22 £	Net movement in funds £	At 5.4.23 £
Unrestricted funds			
General fund	77,130	741	77,871
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>77,130</u>	<u>741</u>	<u>77,871</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	79,012	(78,271)	741
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>79,012</u>	<u>(78,271)</u>	<u>741</u>

Comparatives for movement in funds

	At 6.4.21 £	Net movement in funds £	At 5.4.22 £
Unrestricted Funds			
General fund	63,600	13,530	77,130
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>63,600</u>	<u>13,530</u>	<u>77,130</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	18,727	(5,197)	13,530
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>18,727</u>	<u>(5,197)</u>	<u>13,530</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 6.4.21 £	Net movement in funds £	At 5.4.23 £
Unrestricted funds			
General fund	63,600	14,271	77,871
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>63,600</u>	<u>14,271</u>	<u>77,871</u>

Norfolk Zipper Club (Cardiac Patients Association)

Notes to the Financial Statements - continued
for the Year Ended 5 April 2023

5. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	97,739	(83,468)	14,271
TOTAL FUNDS	<u>97,739</u>	<u>(83,468)</u>	<u>14,271</u>

**Norfolk Zipper Club (Cardiac Patients
Association)**

**Report of the Trustees
for the Year Ended 5 April 2023**

The trustees present their report with the financial statements of the charity for the year ended 5 April 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number
289532

Principal address
11 Poringland Road
Stoke Holy Cross
Norwich
NR14 8NL

Trustees
B Spinks
J Fiddy MBE
P Munday
J Fitchew
~~D Boggia~~
D Mellor
B Smith
Mrs A Walker
~~W Paisley~~
Mrs V M R Cole

Independent examiner
Paul Taylor
Chartered Accountants
22 Middleton Street
Wymondham
Norfolk
NR180AD

STRUCTURE, GOVERNANCE AND MANAGEMENT


Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Approved by order of the board of trustees on 21 June 2023 and signed on its behalf by:

 **D. W. MELLOR - TREASURER**
20 JUN -23

Trustee

Independent Examiner's Report to the Trustees of
Norfolk Zipper Club (Cardiac Patients)

Paul Taylor

I report on the accounts for the year ended 5 April 2023, which are set out on pages three to seven.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I have examined your charity's accounts as required under section 145 of the Charities Act 2011 ('the Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. that accounting records were not kept as required by section 130 of the Act; or
2. that the accounts do not accord with those records; or
3. that the accounts do not comply with the accounting requirements of the Act; or
4. that there is further information needed for a proper understanding of the accounts.

Independent examiner's statement

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission I have found no matters that require drawing to your attention.

Paul Taylor

Paul Taylor
Chartered Accountants
22 Middleton Street
Wymondham
Norfolk
NR180AD

Date: *21 June 2023*