

HACS CHAIR'S REPORT 2023

Apologies – Terry Temple, Rod Sibson, Julia Peart, Fr. Howard Stoker

Minutes from last AGM and matters arising – Last year we had concerns about the rising cost of fuel, and it's a relief to us that the price has reduced, which means that staying on 46p per mile for drivers is still viable.

Chair's Report -

I would like to start by expressing huge thanks to all drivers for all the time and care you give to our clients. We hear so many accolades and appreciation from the people we transport and as an organisation we really should feel proud.

Last year three volunteers stepped down – Martin Watson, Sue Layfield and Julie Goldsworthy, and I thank them very much for everything they did. Very sadly one of our drivers and committee members, Stephen Hume, has died and we shall really miss him.

Three new drivers have joined us, all from High Kelling, which is great. They are Georgina Alpe, Duncan Henderson and Sean Moore and you are all most welcome. We currently have 47 drivers to call on, though could still do with a few more. Occasionally we reluctantly have to say to clients that there is no driver available.

Last year of course we were celebrating our 40th anniversary, albeit two years late, with a buffet supper. As many of you said how much you enjoyed it we have decided to make the AGM into more of a party. Please eat everything up! And I hope you get to know each other a bit more.

Throughout the year we have kept the cost of clients' trips to the minimum. Most journeys are 50p per mile, though return trips to Norwich or Kings Lynn for example are only £20 return. Outside Norfolk the maximum charge is now £50. Our minimum charge, for short journeys is £4. As Geoff will explain some generous grants and legacies have enabled us to keep these costs down. If a client still has difficulty paying the fare, we will quietly let them pay a smaller amount. Many clients though want to give more than we ask for.

In order to use some of our current account money for the benefit of drivers, the committee has agreed to pay each driver for three car washes, costing up to £15, per year.

As always, I'm sure we all want to thank Liz and Rachel for their unceasing work filling the rota in such a cheerful way. You are the lynch pins of the organisation, Liz and Rachel. Thank you!

I would also like to thank Rod our secretary, even though he is cruising on the Baltic at the moment, for his support. And our lovely committee help the whole thing run smoothly, for which I am very grateful.

Geoff Peel has been our excellent treasurer for 5 years and I thank him for all his work. He would now like to step down as treasurer, but I'm delighted to tell you that Garry Pilgrim has agreed to take over for one year at least. As Garry still has some work commitments he hopes to be available from July and he and Geoff may work in tandem for a while. So we will say a proper goodbye to Geoff when the time comes (though I hope he continues to drive for us!)

Thanks go to Henry Crawley for being our hands-on President, and we are grateful to Bruce Barrow for auditing our accounts.

And thanks to you all.

Peta Benson

May 2023

+++++

Committee

Peta Benson – Chair

Julia Peart - Vice -chair

Rod Sibson – Secretary

Geoff Peel – Treasurer

Liz Traynier – Co-ordinator

Rachel Jolliffe – Co-ordinator

Viv Cooke – Website Organiser

Sheila Bennett – Drivers' Representative

Terry Temple – Drivers' Representative

Julie Lewis - Holt Medical Practice Representative

President - Dr. Henry Crawley

Auditor -Bruce Barrow

With the sad loss of Stephen Hume, we have a vacancy, which Mike Cartwright has kindly agreed to fill.

I have already spoken about Garry Pilgrim and so can we vote him onto the committee.

Julie Lewis our Holt Medical Practice Rep is proving to be a very useful liaison person. She was co-opted last year, so may we vote for her now.

The rest of the committee have agreed to carry on so would you be happy to vote for everyone on bloc?

Thank you to Henry Crawley for being our hands-on President, and thank you Bruce Barrow for doing our auditing

And Thank you to you all.

Treasurer's report for 2022

Financially, the most significant event this year was that four legacies came together totaling £31,188. To put this into perspective our total operating cost for the year totalled £31,836. Our underlying operating deficit is around £8,000 to 10,000 per year and so we should be able to cover that deficit for the next three or so years. We don't know of any other legacies which are being processed as of January 2023.

Driver miles are increasing but still below the peaks we saw before 2020. This year, 2022, was about 46,000 miles. The miles are approximate because Drivers' sheets come in somewhat irregularly.

| Year | Miles |
|------|--------|
| 2022 | 46,000 |
| 2021 | 44,000 |
| 2020 | 34,000 |
| 2019 | 64,000 |
| 2018 | 61,000 |
| 2017 | 55,000 |

The legacies of £31,188 meant that our surplus for the year was £22,227. Therefore the finances remain in good shape and should cause us no difficulties in the next few years assuming we continue as we are.

Geoffrey R Peel
Honorary treasurer

Income and Expenditure

Holt Area Caring Society

For the year ended 31 December 2022

| Account | 2022 | 2021 | 2020 | Notes |
|---------------------------------------|-----------------|----------------|-----------------|-------|
| Turnover | | | | |
| Client Income - without Gift Aid | 16,925 | 15,926 | 14,218 | |
| Client Donations - with Gift Aid | 760 | 845 | 524 | 2 |
| Client donations - GASDS | 2,831 | 3,303 | 2,212 | 2 |
| Total Turnover | 20,516 | 20,073 | 16,954 | |
| Cost of Sales | | | | |
| Driver Payments | 21,179 | 20,374 | 15,584 | |
| Total Cost of Sales | 21,179 | 20,374 | 15,584 | |
| Gross Surplus | (663) | (301) | 1,370 | |
| Administrative Costs | | | | |
| Business Insurance | 281 | 322 | 322 | |
| Direct Wages | 7,200 | 7,200 | 7,200 | |
| IT Software and Consumables | 72 | 72 | 72 | |
| Misc Expenses | 1,450 | 256 | 285 | |
| Printing & Stationery | 0 | 0 | 154 | |
| Telephone | 1,154 | 1,031 | 824 | |
| Cov19 driver support | 0 | 0 | 5,000 | |
| Car cleaning | 500 | 680 | 0 | |
| Total Administrative Costs | 10,657 | 9,561 | 13,857 | |
| Operating Surplus | (11,319) | (9,862) | (12,487) | |
| Other Income | | | | |
| Gift aid reclaimed | 1,003 | 996 | 695 | 2 |
| Interest Income | 378 | 4 | 88 | |
| Legacies | 31,188 | 0 | 0 | 4 |
| Misc donations with gift aid | 140 | 89 | 100 | |
| Other Donations & Revenue | 838 | 1,198 | 1,798 | 3 |
| Cov19 support | 0 | 9,584 | 4,792 | |
| Total Other Income | 33,547 | 11,870 | 7,473 | |
| Surplus on Ordinary Activities | 22,227 | 2,007 | (5,014) | |

Notes

1. Assets and Liabilities

The Accounts are presented on a Receipts and Payments basis, however there were no extraordinary liabilities or commitments at the year end.

Cash is the only asset and is represented by the Santander Current account and the CCLA COIF Deposit account.

| | | |
|----------------------|------------|------------|
| Cash at 1 Jan 2022 | £37,168.18 | |
| add Surplus for year | £22,227.04 | £59,395.22 |

Represented by:

| | | |
|--------------------------------|------------|------------|
| Current account at 31 Dec 2022 | £15,500.09 | |
| Deposit account at 31 Dec 2022 | £43,895.13 | £59,395.22 |

2. Gift Aid

We claim Gift Aid on allowable donations. These comprise additional amounts received above the standard charge for a journey and other donations. Both Gift Aid by declarations and the Gift Aid Small Donations Scheme (GASDS) are used.

3. Other donations and revenue


Comprises: Norfolk County Council: £838

4. Legacies

During the year we received legacies from the estates of:

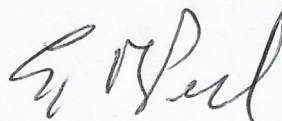
| | |
|--------------|---------|
| June Crombie | £5,000 |
| Joan Haslop | £22,938 |
| Iva Hulbert | £250 |
| Joan Prew | £3,000 |

Signed



Peta Benson, Chair

Date: 21 Feb 2023



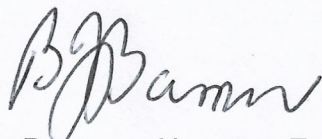
Geoffrey Peel, Honorary Treasurer

Date: 21 Feb 2023

Independent Examiner's Report to the Trustees of Charity No. 294170

I have carried out an independent examination of the accounts of Holt Area Caring Society for the year ending 31st December 2022. During this review nothing has come to my attention which gives me cause to believe that in any material respect:

- a. proper accounting methods have not been kept; b. the Accounts do not accord with these records.



Bruce Barrow Honorary Examiner

Date: 21-2-23

Income and Expenditure

Holt Area Caring Society

For the year ended 31 December 2022

| Account | 2022 | 2021 | 2020 | Notes |
|---------------------------------------|-----------------|----------------|-----------------|-------|
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| Administrative Costs | | | | |
| Business Insurance | 281 | 322 | 322 | |
| Direct Wages | 7,200 | 7,200 | 7,200 | |
| IT Software and Consumables | 72 | 72 | 72 | |
| Misc Expenses | 1,450 | 256 | 285 | |
| Printing & Stationery | 0 | 0 | 154 | |
| Telephone | 1,154 | 1,031 | 824 | |
| Cov19 driver support | 0 | 0 | 5,000 | |
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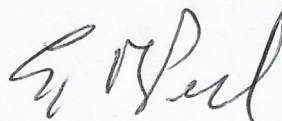
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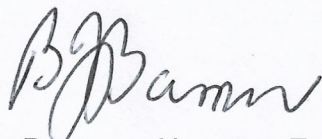
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Bruce Barrow Honorary Examiner

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