

# TRUSTEES ANNUAL REPORT FOR THE YEAR END 31/03/22

The Dussindale Park Community Trust  
Pound Lane  
Thorpe St Andrew  
NR7 0SR

Registration Number – 298505

## **Charity Trustees**

Mrs C Haydon  
Mrs P Downs  
Rev James Stewart

## **Secretary**

Mr S Ford

## **Treasurer**

Mrs J Fenn

## **Charity Structure**

The body responsible for the management of the Charity is the Board of Trustees. The board meets during the year and has seven members.

The Board of Trustees receives reports from the Treasurer and Secretary.

## **Recruiting trustees**

We actively endeavour to seek out trustees that will add to the strengths and abilities of existing trustees. Trustees are recruited from user groups that use the building or from members of the public who have experience that is relevant and complementary to the objectives of the trust.

## **Activities and Objectives**

Dussindale Park Community Trust provides a community centre with facilities to hire at reasonable rates and a variety of activities available to everyone. The Trust's income arises from the hire of its Community Centre facilities. Activities that take place within the

Trust's community centre range from adult and toddler groups, short mat bowls, badminton, yoga, church groups, exercise classes, bridge club and social groups.

### **Achievements and Performances**

The Trust's community centre has been running for 32 years and is a community hub within Thorpe St Andrew that attracts hirers from outside the county as well as the area of benefit.

As always we will need to be proactive in the coming year in securing new long term hirers whilst keeping the centre running smoothly and as efficiently as possible.

### **Public benefit statement**

The charity trustees confirm that they have complied with their duty to have due regard to the guidance on public benefit published by the Commission in exercising their powers or duties.

### **Financial Review**

Our income for the year was £36001.00 which has been severely reduced due to the covid restrictions and our expenditure of £40733.05.

The auditor's report and comments are attached to the accounts.

**The Trustees confirm that there have been no serious incidents or any other matters which they should have brought to the attention of the Commission.**

**Dated: 1/5/22**

# DUSSINDALE BALANCE SHEET - 31 MARCH 2022

BALANCE AT 01/04/21  
TRANSFER CURRENT-DEPOSIT  
ADD INCOME

DEDUCT EXPENDITURE  
BALANCE AT 31/03/22

## Current Assets

Debtors

Cash (Bank Accounts)

## Current Liabilities

Creditors

## Represented by:

General fund

Deposit account

## LIST OF ASSETS HELD - 31 MARCH 2022

Dussindale Community Centre

Fixtures/Fittings

# BALANCE SHEET - 31/03/2021

13350.96 BALANCE AT 01/04/20

36001.00

-40733.05

8618.91 BALANCE AT 31/03/21

22347.85

-10000.00

-23697.64

13350.96

3458.00

3458.00

0.00

26759.53

-14.99

14.99

-413.06

-413.06

8618.91

12996.81

21615.72

13350.96

12995.51

26346.47

## LIST OF ASSETS HELD - 31 MARCH 2021

1038588.00

14418.00

1053006.00

1008338.00

13998.00

1022336.00

Jenn  
19/4/22

DUSSINDALE PARK COMMUNITY TRUST - INCOME AND EXPENDITURE - 31 MARCH 2022

	Receipts 21/22	Last years adj	This years adj	Income 21/22		Payments 21/22	Last years adj	This years adj	Expenditure 21/22
ACTION FOR CHILDREN	0.00			0.00	AUDIT	0.00			0.00
BADMINTON	2640.00		416.00	3056.00	CARETAKER	11900.04			11900.04
CASUAL LETTS	2022.50		37.50	2060.00	CLEANING , MATERIAL	7203.93			7203.93
CHARITY AT HEART	88.50			88.50	ELECTRICITY	2199.33	-48.85	281.79	2432.27
DANCING	5996.00		1236.00	7232.00	GAS	4710.95	-304.77	543.76	4949.94
ESKA	720.00		80.00	800.00	INSURANCE	3232.58			3232.58
KEEP FIT	2736.00		448.00	3184.00	MAINTENANCE	3646.76			3646.76
RENT	6000.00			6000.00	MISC	0.00			0.00
SAINSBURY VETS	64.00			64.00	POSTAGE/TELEPHONE	115.60			115.60
SHORTMAT BOWLS	1216.00		288.00	1504.00	RATES	250.90			250.90
SLIMMING CLUBS	120.00			120.00	ROYAL TIES	66.00			66.00
THORPE CRAFT CLASS	1680.00		420.00	2100.00	SEC/TREASURERS	2311.80			2311.80
TOT STOP	270.00		315.00	585.00	SERVICE CHARGES	3608.88		-884.92	2723.96
YOGA	990.00		217.50	1207.50	WATER	286.73			286.73
GRANT	8000.00			8000.00	WHEELED & SANITARY	1627.60	-59.44	44.38	1612.54
<b>TOTAL</b>	<b>32543.00</b>	<b>0.00</b>	<b>3458.00</b>	<b>36001.00</b>	<b>TOTAL</b>	<b>41161.10</b>	<b>-413.06</b>	<b>-14.99</b>	<b>40733.05</b>
BANK INTEREST Dep A/c	1.30								
	32544.30								

**Budgets** – These have been compiled by the Treasurer Mrs Jeanine Fenn. The quarterly budgets are printouts of detailed spreadsheets and follow the same comprehensive format of the previous year. They allow for efficient budgetary planning and good financial control. They all appear logically structured and sound.

**Actual year's performance** – Monthly account reports are in good detail, accurate and balanced correctly. Every confirmation of tight management control of cash figures.

This Covid pandemic year hasn't been normal. Budgeting during the transition from Covid trading to "normal" trading conditions has been very difficult for all organisations. Regardless of national trends, the trusts actual yearly receipts have risen above budget projections, an encouraging positive. Regrettably actual payments have also risen more than budgets, resulting in a loss.

Overall, a sharp growth in income streams are evident from Quarter 2 onwards, as Covid wanes, although this growth is very variable and unpredictable between clients. This variability of income growth, makes budgeting and control of expenses more challenging. The year's loss is disappointing, but fully understandable given the extreme trading times.

Fortunately liquid resources are reasonable to allow for small losses. Impressive quarterly management account data, allows for fine monitoring and control of expenses going forward. I'm thus confident the trust has the funds and management tools in hand to drive growth going forward, and fine tune expenses to turn this around.

**Bank Reconciliations** - Opening and closing year end balances agree with the bank statements for Lloyds Bank "Treasurers Account" and Lloyds Bank "Bus Bank Instant" Account. The Treasurer completes quarterly bank reconciliations, updated monthly and supported by detailed receipt and payment listings.

**Receipt listings** – These have been checked. They are additionally supported with an invoice log, original invoices & receipts, all cross related to the bank statement income and correctly balanced.

**Payment listings** - These have been checked. They detail expenditure, payee, dates, cheque numbers, voucher numbers, description and period totals. These correctly cross relate to the bank statements outgoings and the raw management documents, which I have randomly selected. These I've checked and found to correctly balance.

**Income** - The income received I have checked by randomly choosing clients and cross checking monies back to invoices, with no errors found. The invoice detail cannot always be verified to a purchase order, but hire schedules are signed off by different people and clients have paid invoices, which is sufficient validation. Receipt information is detailed on the invoices, a good management practice. Total Income = £36001.00 (including grants)

**Income Grant** – I have reviewed the business support grant obtained from the District Council, so to compensate for the reduction in income. Total government grants = £8000.00.

**Expenditure** – The expenditure payments all appear correct and balance to the annual summary and the balance sheet. The Expenditure = £40733.05,

**Payroll** – An HMRC approved program has been utilised to calculate, produce and record payroll and P60s, plus transmit such data and payments correctly to HMRC. All appears correct.

**Insurance** - I have seen all the insurance details for the year. They are as expected.

**Charity Commission Website** – I confirm the details on this website are all correct to the accounts, which I have independently reviewed / inspected. The website states "Charity reporting is up to date (28 days late)" on 28/02/2023.

These books all appear to be carefully kept and very well managed. Considering the many trading waves as the country and this trust transition out of Covid to a new normal, I consider these figures are good. Although finally not positive figures, they demonstrate good growth at a very difficult time and demonstrate the organisation is very well managed and doesn't have a short term cause for concern.

Yours Faithfully



*Stuart Snelling*

Cllr Stuart Snelling