

Duffield Community Association
TRUSTEES' ANNUAL REPORT 2023
For the period 1 Jan 2023 – 31 Dec 2023

Charity Registration Number: 502399

Trustees: Judith Hooker

Kathryn Busman

There were a number of changes within the Duffield Community Association (DCA) during 2023:

- Our Chair, Christopher Johnson took the decision to stand down after many years of service. In his place Margaret Matthews Higgins volunteered and was unanimously elected to take over the role. Maggie is very pro active and as well as overseeing ongoing Projects she has new ideas for the furtherance of the DCA's objectives
- There have been changes to the DCA Executive Committee with some younger members becoming actively involved which has also energized the organization.
- Sally Lloyd stood down from managing Household subscriptions following completion of the 2023 Subscriptions collection and Joan Dungworth who has supported Sally for a number of years also stood down. (Ben Slater, has volunteered to take over responsibility for Household subscriptions)

Compliance and Constitution

- The updating of our Constitution is an ongoing task which we plan to complete in 2024. This will ensure we are compliant in all respects.
- We have only 2 Trustees which is an operational risk; and supports the proposal to update the Constitution and to a CIO.
- We can confirm that our internal financial controls have been reviewed in 2023, with online banking rules and payment approvals being of particular focus.
- A new Independent Examiner was appointed in 2023. She is a qualified Accountant with audit experience.

Reserves Policy

Our Reserves Policy has been reviewed and remains that we aim to maintain reserves of £30,000. This is to ensure financial cover should there be a major incident at the time of the Carnival, such as a flood, disrupting the event to the extent of cancellation resulting in little income but significant advance expenditure. (Note that Eyes Meadow, the location of the Carnival is on the flood plain of the River Derwent and has incurred flooding on several occasions including in October 2023).

Our Reach within the village of Duffield

In line with the Objects of our Constitution, we aim to reach as many residents as possible through our Projects; our Events and the surplus funds we can contribute back into Affiliate Organisations in the Village.

In 2023, approximately one fifth of Households were members(a number we hope to increase); and 36 Village Organisations were Affiliate Members.

We attracted over 3,000 mostly local residents to the Carnival and 1,200 to our Firework Display.

Projects

- The Defibrillator Project is almost complete in terms of the installation of defibrillators with the final location identified to be on New Zealand Lane by the new garage.

Whilst this completes the installation phase, the Project is ongoing in terms of checking and maintenance. Thanks go to volunteers who check our defibrillators on a weekly basis to ensure they are in working order with no faults. The DCA has the ongoing liability to replace batteries and pads in accordance with regulations.

- Wildflowers and daffodils continue to be sown throughout the village. We have so far planted approximately 15,000 daffodils to date and sown wildflowers on 6 sites. Thanks again go to volunteers.
- We maintain Wirksworth Road Corner; the Rose Garden and Chapel Street Corner, with momentum to upgrade Chapel Street Corner in 2024.
- We fund, erect and dismantle Christmas Trees along Town Street in the village, again with the help of volunteers.

Events

- Carnival week was a great success. This Event takes place over one week in June, but planning and organizing are ongoing for most of the year. Thanks go to the Carnival Crew lead by Steven Evanson.
- The Fireworks Event held on 3rd November was successful but with a number of setbacks: the Fireworks Supplier pulled out only 4 hours before the event was due to take place. A replacement supplier was found at very short notice and the event took place without any further problems. However, it is disappointing that the original firework company have failed to refund our payment, which has left us with a financial loss for this event.

Project Funding

We have funded a number of projects this year;

- the most important was the provision of funds to flood victims in the village, effected by the floods in October. It had been planned to use funds from the Fireworks Event, but because of the lack of repayment by the initial Firework Supplier we had to draw funds from the Carnival surplus.
- We provided funds to 9 Affiliate Organisations, all benefiting elements of the Community ranging from hobby items for young people attending the Emmanuel church Massive Group' to a new bench for the Millenium Meadow; and Tennis coaching for children at the Duffield Tennis Club.

Under the guidance of our new Chair, we have a number of new Projects planned for 2024.

Finally, thanks go to the Members of the Executive Committee and other Volunteers , particularly the Carnival Crew without whom our activities could not happen.



Signed on behalf of The Trustees

18th March 2024



Section A

Independent Examiner's Report

Report to the trustees/
members of

Duffield Community Association

On accounts for the year
ended

31 Decemeber 2023

Charity no
(if any)

502399

Set out on pages

5-7

(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 / 12 / 2023Y.

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 or
- 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.

Signed:

E Longmore

Date:

19/03/2023

Name:

Mrs E Longmore

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

FCA

Address:

21 Castle Hill

Duffield

DE56 4EA

A

DUFFIELD COMMUNITY ASSOCIATION		
INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR TO 31 DECEMBER 2023		
	2023 £	2022 £
INCOME		
Subscriptions	2,737	2,824
Donations	1,770	2,355
Defibrillator Donations		
Interest Received	21	15
Carnival and Bonfire Night	35,518	32,839
TOTAL INCOME	40,046	38,033
EXPENDITURE		
Carnival and Bonfire Night	24,410	21,270
Newsletters	1,738	1,500
Donations to Affiliates	4,191	1,765
Donations-Flood Hardship Fund	5,150	
First Aid Training	792	
Christmas Lights and Trees	920	791
Defibrillators	1,338	96
Insurance	413	413
Printing & Stationery / Administration/Gifts	547	79
Room Hire	80	35
Common Areas Renewal and Maintenance	1,934	1,145
Bank Charges	85	164
Bad Debt Provision	3,250	
TOTAL EXPENDITURE	44,848	27,258
NET SURPLUS(DEFICIT) FOR THE YEAR	(£4,802)	£10,775

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DUFFIELD COMMUNITY ASSOCIATION		
CARNIVAL INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR TO 31 DECEMBER 2023		
	<u>2023</u>	<u>2022</u>
	£	£
INCOME		
<u>Carnival</u>		
Ticket Sales	16,860	13,477
Duffield Five Fun Run	1,419	871
Other Events during Carnival Week	46	166
Carnival Express	759	250
Advertising (Programme Adverts)	2,645	3,025
Stall Bookings	1,440	1,410
Fairground Entertainment		935
Donations from Vendors	4,163	1,603
Total Carnival Week	27,332	21,737
<u>Bonfire Night</u>		
Ticket Sales	7,412	10,421
Donations	725	665
Total Bonfire Night	8,137	11,086
Bank Interest	49	16
TOTAL INCOME	35,518	32,839
	<u>2023</u>	<u>2022</u>
	£	£
EXPENDITURE		
<u>Carnival</u>		
Online Ticket Fees (Ticket source Sumup, Paypal)	520	455
Printed Tickets	40	262
Entertainment (Bands)	1,090	2,300
Entertainment (All Other)	3,073	3,271
Programme Printing	2,392	2,320
Marquee and Sundries less Dynamos contribution	2,154	2,384
Generators	1,182	673
Mobile Toilets Hire	1,146	756
First Aid Support	1,008	444
Security	1,295	837
Insurance	476	0
Bins , setting up, and Clearing up Sundries	1,188	868
Sundries	58	515
<u>Duffield Five Fun Run</u>		
Misc/Expenses	79	62
Hire of PA and Clock	85	
First Aid Support	204	182
Trophies and Medals	394	
Online Ticket fees and VAT	56	
BBQ	417	
Carnival Express	601	151
Total Carnival Week	17,458	15,480
<u>Bonfire Night</u>		
Online Ticket Fees (Ticket source Paypal)	365	532
Printed Tickets	58	48
Fireworks	4,000	3,500
Security	277	259
Insurance	560	466
First Aid Support	422	182
Clearing Up and Support	450	450
Audio System	210	210
Various	171	154
Total Bonfire Night	6,513	5,801
<u>Other</u>		
Admin and sundries	358	-154
Bank Charges	81	143
TOTAL EXPENDITURE	24,410	21,270
EXCESS OF INCOME OVER EXPENDITURE	11,108	11,569

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DUFFIELD COMMUNITY ASSOCIATION		
ASSETS AND LIABILITIES AS AT 31 December 2023		
	2023	2022
	£	£
ASSETS		
CAFBank Main Account	4,881	12,616
HSBC Carnival Account	16,808	16,839
CafBank Carnival Account	28,937	20,699
HSBC Bond		
Debtors and Prepayments	3,250	30
TOTAL ASSETS	53,876	50,184
LIABILITIES		
Creditors	(£6,189)	(£945)
Provisions	(£3,250)	
TOTAL LIABILITIES	(£9,439)	(£945)
NET ASSETS LESS CURRENT LIABILITIES	44,437	49,239
REPRESENTED BY:		
Balances Brought Forward	49,239	38,464
Surplus/(Deficit) for Year	(£4,802)	£10,775
RESERVES	44,437	49,239

The Balance Sheet as at 31 December 2023 shows an accumulated fund of £44,437 which properly reflects the financial position of the Association.

Signed on behalf of the Trustees



Kathryn Busman