

Duffield Community Association
TRUSTEES' ANNUAL REPORT 2024
For the period 1 Jan 2024 – 31 Dec 2024

Charity Registration Number: 502399

Trustees: Judith Hooker
Kathryn Busman

There were no changes to the Executive Committee or the Trustees of the Duffield Community Association during 2024:

- Margaret Matthews Higgins was unanimously re elected as Chair
Maggie has been very pro active in overseeing ongoing Projects and developing new ideas for the furtherance of the DCA's objectives
- Kathryn Busman was re elected as the Treasurer of the DCA.
- Nigel Hooker continued as President of the DCA

Compliance and Constitution

- The updating of our Constitution is ongoing. We did not complete this task in 2024 but did make progress. It is planned to definitely complete this in 2025.
- We have only 2 Trustees which is an operational risk; and supports the proposal to update the Constitution and to transfer to a CIO.
- We can confirm that our internal financial controls have been reviewed in 2024, with online banking rules and payment approvals being of particular focus.
- Emma Longmore was reappointed as Independent Examiner in 2024. 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 2024, we moved our newsletter into the Duffield Scene, this now means that every resident in the village has the chance to read it instead of just those who have paid subscriptions.

We also did a number of 'pop-up' stalls in the village with the aim of becoming more visible and engaging with the people of Duffield.

In 2024, 38 Village Organisations were Affiliate Members.

The Carnival and our Firework Display were both very successful events attracting a large number of people, the majority of whom were from Duffield.

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, when it opens.
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.
- Further sites were identified for Wildflower seeds and Daffodil bulbs.
The display particularly of daffodils on our grass verges in springtime brightens up the entire village.
Thanks go to volunteers for helping with planting.
- We maintain Wirksworth Road Corner; the Rose Garden and Chapel Street Corner, with momentum to upgrade Chapel Street Corner in 2025.
- Together with Duffield Parish Council, we funded new Christmas Lights for the village; and we erected and dismantled Christmas Trees along Town Street, again with the help of volunteers. This year we staged an event to celebrate the switching on of the lights including carol singing and free mulled wine.

Events

- Carnival week was a great success, and the weather was kind to us. The theme of the 2024 Carnival was Pirates. This Event took place over one week at the end of June, and included a Family Treasure Hunt; the Duffield 5 Fun Run; and a BBQ funded entirely by the DCA; plus, the Carnival itself on Saturday 29th June. Planning and organizing was ongoing for most of the year and thanks go to the Carnival Crew lead by Steven Evanson.
- The Fireworks Event was very successful and well attended and again the weather was good. Thanks go to our President Nigel Hooker for organising this event.

Project Funding

We funded a number of projects in 2024:

We provided funds to 8 Affiliate Organisations, all benefiting elements of the Community ranging from children at each of our local schools; to the entire village with repairs to both the Clock outside the Duffield Club on Town Street; and to the clock on St. Alkmunds Church.

Under the guidance of our new Chair, we have a number of new Projects planned for 2025.

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

A handwritten signature in black ink, consisting of a series of loops and a long horizontal stroke.

Signed on behalf of The Trustees

24th March 2025



Section A

Independent Examiner's Report

Report to the trustees/
members of

Duffield Community Association

On accounts for the year
ended

31 December 2024

Charity no
(if any)

502399

Set out on pages

5-7

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 12 / 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 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:

Emma Longmore

Date:

24/03/2025

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 2024		
	<u>2024</u>	<u>2023</u>
	<u>£</u>	<u>£</u>
INCOME		
Subscriptions	2,577	2,737
Donations	1,007	1,770
Defibrillator Donations		
Interest Received	25	21
Carnival and Bonfire Night	37,272	35,518
TOTAL INCOME	<u>40,881</u>	<u>40,046</u>
EXPENDITURE		
Carnival and Bonfire Night	26,527	24,410
Newsletters	1,650	1,738
Donations to Affiliates	4,439	4,191
Donations-Flood Hardship Fund	-	5,150
First Aid Training	-	792
Christmas Lights, Trees, and Cards	2,239	920
Defibrillators	194	1,338
Insurance	370	413
Printing & Stationery / Administration/Gifts	267	547
Room Hire	110	80
Common Areas Renewal and Maintenance	1,462	1,934
Bank Charges	60	85
Bad Debt Provision	-	3,250
TOTAL EXPENDITURE	<u>37,318</u>	<u>44,848</u>
NET SURPLUS(DEFICIT) FOR THE YEAR	<u>£3,563</u>	<u>(£4,802)</u>

B

DUFFIELD COMMUNITY ASSOCIATION		
CARNIVAL INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR TO 31 DECEMBER 2024		
	2024	2023
	£	£
INCOME		
<u>Carnival</u>		
Ticket Sales	14,381	16,860
Duffield Five Fun Run	1,168	1,419
Other Events during Carnival Week	61	46
Carnival Express	513	759
Advertising (Programme Adverts)	2,560	2,645
Stall Bookings	1,610	1,440
Donations from Vendors	5,136	4,163
Total Carnival Week	25,429	27,332
<u>Bonfire Night</u>		
Ticket Sales	11,009	7,412
Donations	767	725
Total Bonfire Night	11,776	8,137
Bank Interest	67	49
TOTAL INCOME	37,272	35,518
	2024	2023
	£	£
EXPENDITURE		
<u>Carnival</u>		
Online Ticket Fees (Ticket source Sumup, Paypal)	483	520
Printed Tickets	-	40
Entertainment (incl Bands)	5,114	4,163
Programme Printing	2,420	2,392
Marquee and Sundries less Dynamoes contribution	2,438	2,154
Generators(2024 incl in Fairground)	-	1,182
Mobile Toilets Hire	1,980	1,146
First Aid Support	1,200	1,008
Security	1,330	1,295
Insurance	744	476
Bins , setting up, and Clearing up Sundries	1,140	1,188
Water Taps for Toilet Area	260	
Sundries	723	58
<u>Duffield Five Fun Run</u>		
Misc/Expenses	53	79
Hire of PA and Clock	95	85
First Aid Support	216	204
Trophies and Medals	473	394
Online Ticket fees and VAT	52	56
BBQ	205	417
Carnival Express	475	601
Total Carnival Week	19,401	17,458
<u>Bonfire Night</u>		
Online Ticket Fees (Ticket source Paypal)	622	365
Printed Tickets	-	58
Fireworks	4,500	4,000
Security	295	277
Insurance	566	560
First Aid Support	432	422
Clearing Up and Support	250	450
Audio System	216	210
Various	156	171
Total Bonfire Night	7,037	6,513
<u>Other</u>		
Admin and sundries	-	358
Bank Charges	89	81
TOTAL EXPENDITURE	26,527	24,410
EXCESS OF INCOME OVER EXPENDITURE	10,745	11,108

C

DUFFIELD COMMUNITY ASSOCIATION		
ASSETS AND LIABILITIES AS AT 31 December 2024		
	2024	2023
	£	£
ASSETS		
CAFBank Main Account	8,918	4,881
HSBC Carnival Account	-	16,808
CafBank Carnival Account	41,290	28,937
Debtors and Prepayments	-	3,250
TOTAL ASSETS	50,208	53,876
LIABILITIES		
Creditors	(£2,208)	(£6,189)
Provisions	-	(£3,250)
TOTAL LIABILITIES	(£2,208)	(£9,439)
NET ASSETS LESS CURRENT LIABILITIES	48,000	44,437
REPRESENTED BY:		
Balances Brought Forward	44,437	49,239
Surplus/(Deficit) for Year	£3,563	(£4,802)
RESERVES	48,000	44,437

The Balance Sheet as at 31 December 2024 shows an accumulated fund of £48,000 which properly reflects the financial position of the Association.

Signed on behalf of the Trustees



Kathryn Busman

24.03.2025