

Minutes of the AGM. 21st September 2022

In attendance:

Nick Jongensen	Anthony James Berry-Cheetham
Julie Graham	John Hymas
Mick Venables	Dorritta Crooks
Sue Brown	Roxanne Holroyd
Anne Smith	Hilary Brough
Norman Roberts	Julie Cousins
Paul Wallace	Gill Hargreaves

There were no apologies

- ❖ PW opened the meeting at 7.05pm and welcomed everyone present.

Nomination list

PW went through the nomination list as follows:-

Hilary Brough	Anthony James Berry-Cheetham
Anne Smith	Julie Cousins
Gill Hargreaves	Julie Graham
Norman Roberts	Paul Wallace

*Nick Jongensen only wants to be on the social committee

All were voted on unanimously.

PW went through the 2021 AGM minutes. They were passed as correct by GH & PW

Finance

PW needs to get last years accounts finalised. They need to be submitted by the end of January 2023.

Chairmans report

- ❖ The number of members on the MCA committee have increased
- ❖ The number of hall users has increased
- ❖ PW gave his appreciation to Roxy Holroyd who has helped and supported him and to the committee this past year
- ❖ GH gave thanks on behalf of the committee to PW for all his hard work this past 12 months

- ❖ NR has been involved with applying for grants and getting grants up to 40k for the future work on the village hall
- ❖ Money has been received from the LEA for a new boiler, cooling system and windows
- ❖ The floor in the sports hall has had issues since it has been installed. We have a new solution and supplier. We are working with the Parish Council with regards to the work
- ❖ RHI has granted the village hall £80,000 over the next twenty years. This will be paid quarterly and is ring fenced. The money is for the upkeep of the floor, central heating and new windows.
- ❖ PW gave thanks again to the Parish Council, the community and everyone else involved in raising the funds. He really appreciated the work and time involved.
- ❖ The work will start in the next six to eight months on the windows, heating system and lastly the floor
- ❖ More fundraising events will be arranged in the next 12 months

New positions on the committee

- ❖ Secretary – G H agreed to continue being the minutes secretary
- ❖ NR asked what the hall managers role was. PW explained
- ❖ Treasurer – PW explained the role. JC agreed to take the position
- ❖ We need a minimum of 7 trustees. NR wanted a summary of a trustee explained. PW went through the responsibilities, including the fact that they see that the legal requirements are adhered to. JH explained that if a trustee is also on the committee, you are a 'Managing Trustee'
- ❖ Anne Smith put forward the names of Chris Walker, Hilary Williams, herself. (Holding Trustee) & Norman Roberts (Holding Trustee)

A.O.B.

- ❖ John Hymas, as a user of the village hall thanked everyone oh how good the hall looks and feels. Thanks went to Roxy Holroyd for her part in this improvement.

The meeting closed at 8p.m.

<u>Mellor and District Community Association</u>			
<u>Balance Sheet</u>			
<u>Year Ended 31st March 2022</u>			
		2022	2021
CURRENT ASSETS			
Santander Account		£28,927.00	18090
CAF Current Account		7,409.00	816
CAF Deposit Account		3,453.50	3033
Cash In Hand		22	21
total		£39,812	21960
<u>CURRENT LIABILITIES</u>			
Defibulator Reserve		569	569
<u>NET CURRENT ASSETS</u>		39,243	21391
<u>FINANCED BY</u>			
Unrestricted Funds		39,243	21391
Restricted Funds		569	569
		£39,812	21960

<u>Mellor and District Community Association</u>					
<u>Income and Expenditure Account</u>					
<u>Year Ended 31st March 2022</u>					
<u>Income</u>		2022		2021	
Donations		£70.00		660	
DUCHY OF LANCASTER BENFD		£5,000.00			
Community fund National Lottery		10000			
RVBC Covid Grants Received		8420		19669	
Solar Feed In tariff		1435.78		3033	
Fundraising Events		0		18	
Room Hire Charges		11535.7		2984	
gas and elec refunds		546.66			
unknown cheaques		1495			
Interest		0.50			
<u>Total Income</u>		£38,503.64		26364	
<u>Expenses</u>					
grant finding fee		1000			
Building Project costs		4424.25		0	
Rates & Water		260.35		247	
Insurance				590	
Light and Heat		3059.54		2025	
Telephone and Internet		600.65		699	
Printing and Stationery		0		81	
Sundries / event costs		341.4		328	
Cleaning / services(sanitary towels)		5402.7		2723	
Annual Licences and Inspections		841.28		102	
Repairs and Maintenance		4453.5		5002	
Bank Charges		96		64	
Events		172.4		0	
<u>Total Expenses</u>		20652.07		11861	
<u>Net Profit /(Defecit) for the Year</u>		£17,851.57		14503	

<u>Mellor and District Community Association</u>						
<u>Statement Of Financial Activities</u>						
<u>Year Ended 31st March 2022</u>						
		unrestricted funds	restricted		2022 total	2021 total
		Funds	Funds		Funds	Funds
Income						
Voluntary Income		70	0		70	660
Activities for Generating Funds			0			18
Income from Grants		23420	0		23420	19669
Community Hall income		15013.64	0		15013.64	6017
Total Income		£38,503.64			£38,503.64	26364
Expenses						
Building Projects		4,424.25	0		4,424.25	0
Community Hall		£15,227.00	0		£15,227.00	11861
Grant Finding fee		1000			1000	
		£20,651.25			£20,651.25	11861
Net Income		£17,852.39	0		£17,852.39	14503
Reconcilliation of Funds						
Total Funds Brought Forward		21391	569		21960	6888
Total Funds Carried Forward		39,243	569		£39,812	21391

		unrestricted funds	restricted	
		Funds	Funds	
Income				
Voluntary Income		70	0	
Activities for Generating Funds			0	
Income from Grants		23420	0	
Community Hall income		15013.64	0	
Total Income		£38,503.64		
Expenses				
Building Projects		4,424.25	0	
Community Hall		£15,227.00	0	
Grant Finding fee		1000		
		£20,651.25		
Net Income		£17,852.39	0	
Reconcillation of Funds				
Total Funds Brought Forward		21391	569	
Total Funds Carried Forward		39,243	569	

Income and Expenditure Account
Year Ended 31st March 2021

Income		2022		2021
Donations		£70.00		660
DUCHY OF LANCASTER BENFD		£5,000.00		
Community fund National Lottery		10000		
RVBC Covid Grants Received		8420		19669
Solar Feed In tariff		1435.78		3033
Fundraising Events		0		18
Room Hire Charges		11535.7		2984
gas and elec refunds		546.66		
unknown cheaques		1495		
Interest		0.50		
Total Income		£38,503.64		26364

Expenses				
grant finding fee		1000		
Building Project costs		4424.25		0
Rates & Water		260.35		247
Insurance				590
Light and Heat		3059.54		2025
Telephone and Internet		600.65		699
Printing and Stationery		0		81
Sundries / event costs		341.4		328
Cleaning / services(sanitary towels)		5402.7		2723
Annual Licences and Inspections		841.28		102
Repairs and Maintenance		4453.5		5002
Bank Charges		96		64
Events		172.4		0
Total Expenses		20652.07		11861
Net Profit /(Defecit) for the Year		£17,851.57		14503

Balance Sheet

Year Ended 31st March 2021

	2022	2021
CURRENT ASSETS		
Santander Account	£28,927.00	18090
CAF Current Account	7,409.00	816
CAF Deposit Account	3,453.50	3033
Cash In Hand	22	21
total	£39,812	21960
CURRENT LIABILITIES		
Defiblator Reserve	569	569
NET CURRENT ASSETS	39,243	21391
FINANCED BY		
Unrestricted Funds	39,243	21391
Restricted Funds	569	569
	£39,812	21960

2022 total	2021 total
Funds	Funds
70	660
	18
23420	19669
15013.64	6017
£38,503.64	26364
4,424.25	0
£15,227.00	11861
1000	
£20,651.25	11861
£17,852.39	14503
21960	6888
£39,812	21391

Running total	april	may	june	july
£70.00				30
£5,000.00				
10000				
8420	8000			
1435.78				
0				
11535.7	60	793	861	1317
546.66				
1495				
0.50			0.08	
£38,503.64	£8,060.00	793	861	1347

expenses				
1000				
4424.25		3215		
260.35			61.83	
0				
3059.54	247.72	149.34	221.69	141.15
600.65	44.94	44.94	44.94	44.94
0				
341.4				
5402.7		216		
841.28				
4453.5		517.75		
96	8	8	8	8
172.4				
20652.07	300.66	4151.03	336.46	194.09

august	september	october	november	december	january
			40		
			10000		
		420			
			1435.78		
667.5	908.5	1148	1427	633.5	479
	86.79			459.87	
			1495		
				0.09	
667.5	995.29	1568	14397.78	633.5	479

					1000
					£1,209.25
	69.26		50.07		
194.92	83.85	39	39	1825.87	39
44.94	44.94	44.94	44.94	44.94	44.94
341.4					
1299		953.7		972	
				420.64	
845.75		42		1292	856
8	8	8	8	8	8
2734.01	206.05	1087.64	142.01	4563.45	3157.19

february	march
5000	
1785	1456.2
	0.33
6785	1456.2

	79.19
39	39
73.34	77.91
918	1044
420.64	
900	
8	8
172.4	
2531.38	1248.1

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To Mellor and District Community Association
Paul.andrew.wallace@gmail.com

11th October 2024

Report of Full Audit of Mellor and District Community Association

A full audit was undertaken from 1st April 2021 to 31st March 2022.

All income and expenditure were presented with evidence, and all is correct in keeping with the CAF Current account statements.

The Balance sheet is presented and correct in keeping with the bank also. There was an anomaly found from March 2021 Balance sheet. The problem has been identified and corrected to give a true representation of March 2022 accounts.

Not all Santander bank statements were accessible for the year. This I believe is due to a change in clerks. We do have access to some of the months which enables us to pinpoint a correct balance in time, and along with evidence of income and expenditure flowing through the Santander account has been reconciled the bank in the accounts.

The security of the banking is good having a dual signatory system on all expenses. For larger purchases these must be presented at the governing meetings and signed off before cheques can be issued.

Recommendations

The accounts were well presented and easy to follow. I do however recommend that bank transactions are moved to the CAF Current Account until the problem with the Santander Account can be made accessible with the necessary changes of significant persons connected with the account. I believe that this has already started to be actioned.

Diane Harvey

The Outside Office