

## **Trustee Report for the Charity Commission**

**Chair's Statement** Paul would like to extend his heartfelt thanks for the continuing support from the committee members who have stood by him over the past year. Special appreciation is given to Roxy Holroyd and Alexandra Gallagher, the new hall manager, for their dedication in handling a challenging and varied role. Additionally, gratitude is extended to those who have approached the committee to join and contribute towards achieving our goal of strengthening the executive committee.

**Financial Overview** The past year was financially precarious following the final expenditure on the boiler project. However, thanks to the relentless efforts of the team and hall managers, we successfully increased our income and are now in a more stable financial position.

**Community Engagement and Events** Engagement with the community has significantly grown due to an improved web presence and increased interaction. Moving forward, we aim to build on this by introducing quarterly newsletters and hosting more community-based events. While a smaller committee team and limited community support have posed challenges, the past year has seen our events and engagement at their highest levels.

### **Facilities and Maintenance**

- The boiler scheme has been successfully completed.
- The hallway and Balcony Room have been decorated.
- New guidelines have been established to regulate the number of larger events and manage parking issues.

**Parking and Village Field Use** The village hall car park has experienced congestion, partially due to residents parking without permission. To address this, we have introduced new parking guidelines.

Regarding the use of the village field, its purpose, as stated in the original lease, is for recreational and leisure activities. The field's condition has deteriorated due to a failed drain outside the village hall grounds. United Utilities and the Parish Council have been informed, and no development will proceed until this issue is resolved.

**Dog Walking Policy** Dog walking is permitted as a recreational activity, and after consultation with the Dog Warden, no changes to this policy are planned. However, we will continue to support the Dog Warden in addressing any dog fouling issues, and appropriate signage will be placed later in the year.

All dog owners are encouraged to respect the grounds and other users. While no incidents have been reported, owners must manage their dogs responsibly, particularly when children or other groups are using the area.

**Future Plans and Development** The village hall operates under a self-sustaining model, but there are areas in need of improvement. Over the next few years, our priorities will include:

- Upgrading the exterior of the hall.
- Installing new front doors.
- Repairing damaged paving.
- Major projects such as replacing or extending the tennis courts with a multi-sport area.
- Replacing the car park near the main entrance.

**Leadership Transition** For health and personal reasons, Paul will be stepping down as Chair. However, he will remain on the committee to support the new team. He extends his sincere thanks to everyone for their ongoing support.

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This report reflects our progress, challenges, and future goals as we continue to serve the community and improve the facilities for all users.

Mellor and District Community Association

Balance Sheet

Year Ended 31st March 2024

|                            | 2024             | 2023              |
|----------------------------|------------------|-------------------|
| <u>CURRENT ASSETS</u>      |                  |                   |
| Santander Account          | £1,319.19        | £1,454.72         |
| CAF Current Account        | 4,119.12         | 12046.67          |
| CAF Deposit Account        | 0.74             | 25.54             |
| Cash In Hand               | 22.01            | 22                |
| total                      | <u>£5,461.06</u> | <u>£13,548.93</u> |
| <u>CURRENT LIABILITIES</u> |                  |                   |
| Defibulator Reserve        | 569              | 569               |
| <u>NET CURRENT ASSETS</u>  | <u>4,892</u>     | <u>12,980</u>     |
| <u>FINANCED BY</u>         |                  |                   |
| Unrestricted Funds         | <u>4,892</u>     | <u>12,980</u>     |
| Restricted Funds           | 569              | 569               |
|                            | <u>£5,461.05</u> | <u>£13,548.93</u> |

Mellor and District Community Association

Income and Expenditure Account

Year Ended 31st March 2024

| <u>Income</u>                                     | 2024       | 2023        |
|---------------------------------------------------|------------|-------------|
| Donations                                         | 137.59     | £22.85      |
|                                                   | £0.00      | £0.00       |
| Grants Received                                   | £15,000.00 | £26,400.00  |
| Solar Feed In tariff                              | £1,707.03  | £1,401.91   |
| Fundraising Events PROFITS                        | £1,268.87  | £1,759.05   |
| Room Hire Charges                                 | £24,145.30 | £17,937.68  |
| gas and elec refunds                              |            | £3,230.87   |
| Cheques deposits                                  | £1,676.75  | £2,547.50   |
| BANK TRANSFERS                                    |            |             |
| Bank interest                                     | £9.94      | £57.67      |
| Charge my street - Electric car charging          |            | £382.08     |
| <u>Total Income</u>                               | £43,945.48 | £53,739.61  |
| Expenses                                          |            |             |
| grant finding fee                                 |            | £1,620.00   |
| Building Project costs                            | 34,158.00  | £51,746.86  |
| Rates & Water                                     | 135.53     | £534.01     |
| Light and Heat                                    | 4,016.54   | £8,302.32   |
| Telephone and Internet                            | 735.73     | £935.33     |
| Printing and Stationery                           |            | £0.00       |
| Sundries                                          | 313.00     | £0.00       |
| Cleaning-Hall manager/ services (sanitary towels) | 10,092.00  | £9,798.64   |
| Annual Licences and Inspections                   | 260.02     | £441.64     |
| Repairs and Maintenance                           | 996.10     | £2,889.99   |
| Bank Charges                                      | 60.00      | £72.00      |
| DEFIB COSTS                                       |            | £0.00       |
| INSURANCE                                         | 691.45     | £658.36     |
| Events costs                                      | 575.00     | £2,756.80   |
| REFUNDS<br>GIVEN                                  |            | £246.00     |
| Total Expenses                                    | £52,033.37 | £80,001.95  |
| Net Profit /(Defecit) for the Year                | -£8,087.89 | -£26,262.34 |

Mellor and District Community Association

Statement Of Financial Activities

Year Ended 31st March 2024

|                                 | unrestricted fu<br>Funds | restricted<br>Funds | 2024 total<br>Funds |
|---------------------------------|--------------------------|---------------------|---------------------|
| Income                          |                          |                     |                     |
| Voluntary Income                | 138                      | 0                   | 138                 |
| Activities for Generating Funds | 1269                     | 0                   | 1269                |
| Income from Grants              | 15000                    | 0                   | 15000               |
| Community Hall income           | 27539                    | 0                   | 27539               |
| Total Income                    | 43945                    |                     | 43945               |
| Expenses                        |                          |                     |                     |
| Building Projects               | 34158                    | 0                   | 34158               |
| Community Hall                  | 17875                    | 0                   | 17875               |
| Grant Finding fee               |                          |                     |                     |
|                                 | 52033                    |                     | 52033               |
| Net Income                      | -8088                    | 0                   | -8088               |
| Reconcillation of Funds         |                          |                     |                     |
| Total Funds Brought Forward     | 12980                    | 569                 | 13549               |
| Total Funds Carried Forward     | 4892                     | 569                 | 5461                |

|            |
|------------|
| 2023 total |
| Funds      |

70

23420

15014

38504

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4424

15227

1000

20651

17852

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40381

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To Mellor and District Community Association  
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30<sup>th</sup> December 2024

Report of Full Audit of Mellor and District Community Association

A full audit was undertaken from 1<sup>st</sup> April 2023 to 31<sup>st</sup> March 2024.

All income and expenditure were well presented with evidence, and all is correct in keeping with the CAF Current account statements. There have been some larger amounts of spending carried out in this year. Work has been carried out on building projects. These have been, an air conditioning and cooling system in the main hall. A new gas boiler in line with regulations. With this the heating and hot water has been updated with an ahsp. There has been new double glazing for the hall to aid efficiency. Evidence of all building projects has been well presented and in keeping with the presented bank statements. The Balance sheet is presented and correct in keeping with the bank also.

Not all Santander bank statements were accessible for the year again. This is being managed with all transactions being moved to the CAF Account, which we have full access to. This problem with access will resolve itself once all has been completely moved and the Account will then be closed. All transactions of income and expenditure have been reconciled against the CAF Bank Account.

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 have had access to all documents required and discussions with the current clerk to rectify any queries. It is therefore my recommendation to continue presenting the accounts as you are and of course continue to move all transactions away from the Santander Account for full transparency.

Diane Harvey  
The Outside Office