



TRUSTEE ANNUAL REPORT

Financial Year 2022/2023

Purpose

Under accounting and reporting regulations all registered charities must prepare a Trustees' Annual Report.

This Trustee Annual Report covers all activities of the Seaforde and District Community Association during the Financial Year 1st April 2022 to 31st March 2023.

The purpose of the Trustee Annual Report is to:

- Highlight the main activities undertaken by the Committee for the public benefit
- Tell people about the Committee's work, where its money has come from and how it has been spent
- Ensure the Committee is publicly accountable to its stakeholders

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Introduction – 2022/2023 in Review

Following the committee's first successful Post Covid event in March 2022 (an in-person well-being workshop covered in last year's report) the committee's activities continued to focused on how it could re-engage the community following the lifting of Covid19 restrictions in mid-February 2022, when the Covid19 regulations were replaced with guidelines.

Given the committee's engagement in the Seaforde Community trail project, and the popularity of this new pathway evidenced through its use, the committee sought and secured funding from Newry, Mourne and Down District Council to hold a community event centred around the walkway. This enabled the committee to continue to promote the health and wellbeing of local people of all ages and backgrounds and to foster links with the wider community.

The Seaforde Woodland Walk Event was held on a sunny weekend in September 2022 and was incredibly well attended. This event enabled local people to learn about where they live through the free guided walks and to engage with each other, creating new, and reigniting existing community relationships. Children from the local primary schools were also engaged in an artwork competition and their engagement created a wonderful display of woodland scenes in the Young Farmers Club Hall in Seaforde where the community gathered for refreshments before and after the guided walks.

The Woodland Walk Event was preceded by a Local History Talk at the charity's AGM, also in September 2022, and this was really well received by the community.

In November 2022 the committee re-established its annual pub quiz which was a fun night for all community members that attended. This was also a vital fundraiser for the committee to meet its insurance costs and to fund local events.

Christmas 2022 festivities were also celebrated with a Colourful Christmas Workshop and lighting of the village Christmas Tree. This was a fully booked event with members of the community brought together in the Young Farmers Club Hall in Seaforde to paint Christmas themed pottery. The Christmas Tree switch on attracted more people from the community to attend and cheer on Santa who switched on the tree lights. This event brought young and old together from the community which delivered social wellbeing benefits as it was the first public Christmas Event possible since 2019.

Community needs were also met throughout the year with sustainability and community in mind. In January 2023 the community Christmas Tree was donated to Kinedale Donkey Sanctuary. In June 2022 and March 2023 the local community environment was looking well due to litter pick events held.

Photos of all of these events are available to view on the charity's Facebook page which can be accessed by keying this link into an internet browser address bar:
<https://www.facebook.com/SeafordeAndDistrictCommunityAssociation>

A summary of the activities of the years 2022/23 were presented at the charity's AGM in June 2023 and are highlighted in the red boxes below:

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2022 / 2023 highlights

July 2022 to Mid-June 2023

Activity delivered from July 2022 to mid-June 2023

- The **Local History Talk** delivered by Mathew Forde at the **AGM** in September 2022 was incredibly well received by our community
- **Seaforde Woodland Walk event** was held on a sunny weekend in September. This was a popular event, funded by Newry, Mourne & Down District Council and it enabled local people to learn about where we live through free guided walks
- General knowledge was tested and fun was had at the annual **Pub Quiz** held in early November
- Christmas festivities were kicked off in late November with a **Colourful Christmas workshop** & lighting of the village **Christmas Tree**. This was made possible through funding from Newry, Mourne & Down District Council
- **Sustainability** aims supported in Jan 2023 by **donating Seaforde Christmas Tree to Kinedale Donkey Sanctuary** in Ballynahinch
- Keeping Seaforde looking well with a **Litter Pick event** in March
- A six-week Programme of **Yoga classes** was held in the Old School in Clough in April and May 2023. The was delivered by Yoga Teacher Janet McGregor and funded by MYMY charity

2023 projects, plans and Events

- Engaged with council representatives and Dept of Infrastructure **seeking support for a new footpath** on the A24 from Seaforde village to connect to the footpath beyond the entrance for the Butterfly House
- **Maintenance checks of Defibrillator** at YFC Hall, Seaforde
- Replacement **Paediatric pads for the Defibrillator** at YFC Hall, Seaforde - kindly sponsored by Seaforde Gardens
- **Secured Funding** from Newry, Mourne & Down (NM&D) District Council **for a Summer Fete** being held in July / Aug / Sept
- A **Pub Quiz** will be held later in the year
- Funding secured from NM&D District council for a **Christmas event**

Our Digital Presence Continues to Grow!

- 841** Facebook Page followers, up 17% since Sep 2022
- 25** Twitter Followers
- 5360** People reached with last three Facebook posts

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Public Benefit Statement

Throughout the year the Trustees have had regard to the Commission's Public benefit requirement whereby:

- the purposes of the Group are demonstrated through the activities undertaken and are beneficial to all residents within the Seaforde and District area
- the benefits delivered by the Group are for the wider community in general and are never focused on providing private benefit to any one individual or group

Direct benefits flowed from the purpose of the Seaforde and District Community Association through the numerous events planned and delivered by the committee throughout the financial year of 2022/23.

These benefits included giving local people an opportunity to get together with others and an opportunity to reconnect or establish new relationships by attending free local events such as the local History Talk and the Seaforde Pathway Event. The committee has supported people to learn about their surroundings and the places where they can take exercise locally and enjoy the views and flora and fauna within the Woodland walk. These events enabled people to engage with each other, discuss common interests and to do this in a friendly environment with refreshments and seating available. They also help others to look after their physical and mental wellbeing by identifying places to engage with nature and with others who use the pathway.

These benefits are also demonstrated through feedback from beneficiaries and by the level of engagement on the updates reported on Facebook by the committee and through attendance at the local history talk and the Pathway event.

The committee has sought to enhance the quality of life for all residents and the Christmas Event that it held in December 2022 enabled family groups to come together so that young and old could enjoy some festive fun. The aim of the committee was to provide this free of charge, to a wider range of people, so that folks could enjoy an event without worrying about cost, especially given the increased cost of living being experienced in 2022. To do this the committee secured funding from Newry, Mourne and Down District Council and this grant enabled a Colourful Christmas Workshop and the village Christmas Tree to be purchased, installed and lit over Christmas time. The Christmas tree provided festive cheer to all in, and passing through, Seaforde.

The committee continues to maintain the community defibrillator so that it is available in an emergency for local people 24/7, all year round.

The purposes of the charity will not lead to any harm. The charity's beneficiaries are people living in the Seaforde area. From time to time a private benefit to trustees may arise from the programme of ongoing support to community and voluntary groups. Through this support, trustees may gain skills and experience which are transferable to other settings. These benefits are incidental and necessary to ensure the benefit is provided to our beneficiaries.

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About Seaforde and District Community Association

1. The Charity is known as: “Seaforde and District Community Association”
2. The Charity is registered with the NI Charity Commission, registration number: NI102055
3. The Charity has a Constitution which is the main governing document that sets out how the charity operates – this is available to all members of the public and can be requested by sending an email to contact@seaforde.org.uk
4. The Charity’s Mission Statement is as follows:

“The purpose of Seaforde and District Community Association is to improve people's quality of life in the Seaforde area, irrespective of age, sex, disability, race, sexual orientation, political, religious or other opinion.

Quality of life includes social wellbeing, physical and mental health, education, capacity building, community development, heritage and the built and natural environment.”

5. The Charity’s Trustees as at 31st March 2023 where:
 - i. Clodagh Killen – Chairperson
 - ii. James Frost – Treasurer
 - iii. Leon Frost – Secretary
 - iv. John Knipe – Vice Chairperson (resigned June 2023)
 - v. Alice Forde - Committee Member (resigned June 2023)
 - vi. Julie Micklethwaite - Committee Member
 - vii. Sandra Martin - Committee Member
 - viii. Edyta Wright – Committee Member
 - ix. Paul Wright – Committee Member
 - x. Aine O’Neill – Committee Member (joined June 2022)
 - xi. Dana Ashwood – Committee Member (joined June 2022)
 - xii. Tony Meredith – Committee Member (joined June 2022)
 - xiii. David Riddell – Committee Member (joined December 2022, resigned May 2023)
6. No Other Charity Trustees served during the 2022/2023 financial year.
7. The Charity’s address for written correspondence is:

SADCA
c/o Clodagh Killen,
233A Newcastle Road,
Seaforde,
Downpatrick
County Down
BT30 8SQ

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Activities during the 2022/2023 Financial Year

The Charity's Financial Year ran from 1st April 2022 to 31st March 2023. During this period the Committee organised numerous activities and events. The activities and events organised included:

- June 2022 - **Litter pick event** in Seaforde Village and the surrounding area
- Sept 2022 – **Local History Talk** delivered at its AGM. This was incredibly well received
- Sept 2022 – **Seaforde Woodland Walk Event**. A free event which was hugely popular
- Nov 2022 – **Pub Quiz**. Fun was had and knowledge tested at this important fundraiser event
- Nov 2022 – **Colourful Christmas Workshop and Christmas Tree Lights Switch On** event
- Jan 2023 - sustainability aims supported by **donating Seaforde Christmas tree to Kindale Donkey Sanctuary** in Ballynahinch
- March 2023 – **Litter Pick Event** held as we headed into Spring

During the year the Committee progressed or completed a number of projects including:

- **Funding applications** submitted to Newry, Mourne & Down District Council to enable the Colourful Christmas Event for 2022 (completed and successful)
- Engaged with council representatives and Dept of Infrastructure **seeking support for a new footpath on the A24** from Seaforde village to connect to the footpath beyond the Entrance to the Butterfly House. This would enable Seaforde to connect with Loughinisland and beyond. (ongoing)
- **Planning for a free six-week Yoga Programme** to be delivered in April and May 2023 (completed, fully booked and very successful)

Further to these events and projects the Committee continued to promote and take an active role in supporting others:

- Q1 2023 – **Funding application** submitted to Newry, Mourne and Down District Council to enable a Summer Fete in summer 2023. (completed and funding application successful)
- Ongoing - **Maintenance of a community defibrillator** at the Young Farmer's Hall (the NI Ambulance Service has called for the defibrillator on at least one occasion in this financial year)

The Charity's Management Committee had regular meetings, usually monthly, throughout this financial year to perform its role in coordination of all of the above.

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Financial Statement

The Charity's financial position for the 2022/2023 Financial Year continued to be good, with good cash flow maintained from the previous year meaning the committee did not need to take up advanced funding.

Income was received from the following sources:

The Pub Quiz was the charity's annual fundraiser providing an income of £660 after expenses.

The Pathway Event was largely funded by a generous grant of £1038 from Newry, Mourne and Down District Council.

The choir restarted within the financial year, adding £735 to the account balance.

Fundraising raffle at the Christmas 2022 Event was £125.

Expenditure for the financial year included:

The Christmas 2022 Event was funded in year by the committee bank account cashflow however £884 of those expenses were reimbursed by another generous grant from Newry, Mourne and Down District Council just after the end of the financial year.

The Insurance costs for the charity, a necessary fee, was £419 although the premium was down slightly and was covered by the Pub Quiz income.

Other expenditure included £240 for hire of the local Young Farmers Club Hall in Seaforde for various events, classes, meetings and for use of electricity for the Christmas tree lights.

General running costs incurred included Bank Fees £36.51 and Printing costs of £178.68.

Due largely to a pending payment of £884 for the Christmas 2022 event grant, the association made a net loss of £349.46. Despite this the Cash in Bank remained healthy throughout the year and no credit was required or advanced funding requested. The closing balance in the bank account at the end of the year was £1999.86.

Due mainly to the pending grant payment the account had a lower closing balance at the end of the financial year.

• The opening balance at 1 st April 2022 was:	£ 2,349.32
• The total income was:	£ 2,819.87
• The total expenditure was:	£ 3,169.33
• The closing balance at 31 st March 2023 was:	£ 1,999.86

The Charity has no funds in deficit.

The Charity owns two assets, a printer and a defibrillator and associated housing, worth around £600.

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Trustee Approval

This report was approved on behalf of the Trustees on: 29 December 2023

By: Clodagh Killen

Print Name: Clodagh Killen

Role: Trustee

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Appendix A: Checklist from NI Charity Commission guidance document

Legal Requirement	Help Note	Check Complete
The financial year the report relates to	For example, 01 April 2015 to 31 March 2016.	✓
A summary of the charity's: <ul style="list-style-type: none"> • main activities to further its purposes for the public benefit • main achievements in the year 	This is known as public benefit reporting. See section 4 of this guidance for further information.	✓
A statement that the trustees have had regard to the Commission's Public benefit requirement statutory guidance	Charity trustees are legally obliged to have regard to this guidance.	✓
A review of the charity's financial position at the end of the year	A review of the charity's financial position at the end of the year	✓
Details of any fund held by the charity that was materially in deficit' at the end of the year and steps taken by the charity trustees to eliminate the deficit	Funds that are 'materially in deficit' are in shortfall and, for example the shortfall in a particular fund may be considered material where it is: <ul style="list-style-type: none"> · a substantial amount of total overspend or · a substantial amount of overspend relative to the total amount received into that fund or · likely to have a significant impact on the deliverables of that particular activity 	N/A
A dated signature of one or more of the charity trustees	Those who sign/date the report must be authorised by the charity to do so.	✓
The name of the charity as it appears on the register of charities, as well as any other names it is known by	This may include an acronym or working name used by the charity.	✓
The Northern Ireland charity (NIC) number and, if applicable, company registration number	The NIC number was given to you when the charity was registered.	✓
The principal address of the charity and, if it is a charitable company, the address of its registered office	The principal address and the registered office may be the same.	✓

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The names of: o all charity trustees on the date the report was approved and o all individuals who served as charity trustees during the year	The Commission may grant a request for trustee anonymity and exempt a charity from disclosing the name of one or more trustees in the report, or from listing the principal address of the charity. This will only be where there is a concern that the information could lead to an individual being placed in personal danger. If you have been granted anonymity at registration you should omit the relevant details from the trustees' annual report submitted to the Commission.	✓
Details of how the charity is constituted and its governing document	Include details and dates of any document/provision setting out the charity's purposes and/or how it is administered e.g. governing document, a deed, or a management statement.	✓
A summary description of the purposes of the charity	Give a summary of the purposes of the charity as listed on the register of charities and in its governing document. The purposes are what the charity is set up to achieve.	✓
The name of any person, or body of persons, permitted by the trusts of the charity to appoint one or more new charity trustees and a description of the method used to make such appointments	If there is any individual or organisation with the power to appoint charity trustees, such as another charity or a government department, provide their details, the relevant powers, and methods of appointment.	N/A

Good practice	Help note	Check Complete
Include details of any funds held by the charity as a custodian trustee	This is mandatory for charities preparing accruals accounts.	N/A
Ensure that figures provided in the report are consistent with figures reported in the charity's accounts		✓
You can put more detail into your trustees' annual report if you think this will be useful to those most likely to read and use the report.	This can help to tell the story of what the charity has done, and what it has achieved, across the year, e.g., a chairperson's report, an environmental report or impact assessment.	✓