

Acton Bridge Community Association

(ABCA)

Trustees Annual Report

For the Year ended 31st March 2020

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Acton Bridge Community Association Trustees and contacts

Address:

Acton Bridge Community Association
Parish Rooms
Hill Top Road
Acton Bridge
Northwich
Cheshire
CW8 3RA

Trustees:

Mr. Robert Holt	Chairperson of Acton Bridge Parish Council
Mrs. Selina Rooney	Chairperson of ABCA
Mrs. Gill Spanton	Secretary
Mr. Peter Hurst	Treasurer
Mr. Steve Sharpe	Chairman of Bowls section
Mr. Peter Richards	Chairman of Tennis section

Charity Commission Number: 509825

Banker:

Lloyds Bank Group
35 High Street
Northwich
Cheshire
CW9 5DD

Cambridge and Counties Bank
Charnwood Court
5B New Walk
Leicester
LE1 6TE

Governance and Management

ABCA is governed by a Constitution, dated 20th May 1997.

Membership of ABCA is in three categories.

- Individual members are those people over the age of 18 who live in the Parish of Acton Bridge, and all those under the age of 18, who are termed junior member. Junior members do not have the right to vote.
- Group members are the subsections of ABCA. These are groups formed for the furtherance of a common activity. At present, such subsections are Bowls, and Tennis. They have full autonomy for their day-to-day running, with their own elected officers.
- Associate members are those people who well wishers of ABCA and its stated objectives, they do not have the right to vote.

A management committee manages the affairs and day-to-day operation of ABCA. This committee consists of an honorary officer who is the chairperson of Acton Bridge Parish Council, representatives of full members, representatives of the sub sections, and up to two representatives of junior members. The committee retires annually but shall be eligible for re-election.

The AGM appoints officers to run ABCA, these are: chairperson, treasurer, secretary, and any other officer that the management committee see as necessary for ABCA's effective operation.

Each year an AGM is held to receive the annual accounts and reports, to appoint officers, accept resignations, elect representatives, appoint an independent examiner, and to discuss any business as notified to the management committee three weeks prior to the meeting.

The constitution specifies rules and procedures for the management and maintenance of the charity's funds to conform to the Charity Commission's recommended practice and guidelines.

Objectives and Activities

The objectives of ABCA shall be to

- Promote the improvement of the condition of life for the inhabitants of the civil parish of Acton Bridge, and its neighbourhood by associating with other voluntary associations in a common effort to advance education, and to provide facilities for recreation and leisure time occupation.
- Establish and to secure the establishment of a parish community centre and to maintain and manage this centre to be used for activities promoted by ABCA and its constituent sub sections.
- Participate in and support any activities in the area of benefit as shall be decided by ABCA. It has active Tennis and Bowls sections, and there are also specific user groups, i.e. Play Group, Scottish Dancing, WI, Arts Societies, and TaeKwondo. The funds raised from their room letting covers most of the maintenance needs of the Parish Rooms.

The Bowls and Tennis groups are self-sufficient through their membership and maintain their own facilities.

Achievements and Performance

In my second year as chair of ABCA I would like to thank you for all your continued support, I am still learning the ropes but with the support of the committee I am finding my way.

We have a superb committee each giving up their valuable time, each demonstrating their expertise in their own field. Gill Spanton as both bookings' secretary and secretary to ABCA. Peter Hurst as Treasurer, Jane Evans as deputy chair and Bob Heaton who organises and supervises outside contractors, also Veronica Oliver who manages access grants, Bob Holt as chair of the Parish council and also to the other members of the committee a special thank you to you all.

This year's fundraiser was a quiz in October. Thank you to Mr. Coats for his questions and to Mr. Rooney as quiz master (and Mosshaselhurst for their printing throughout the year) to everyone else who was involved it was an enjoyable evening and we added £306.00 to our funds. A big thank you also to Bob Holt and his wife Margaret for running the 300 club this year which added £1140.00 to ABCA funds. Sadly, this is his last year and whilst they are certainly a hard act to follow, we really do need to find their replacement support for this role will be available.

This year the community came together in early December when we saw our very first Christmas Tree light switch on, it was well attended with old and new faces from the village. The 41 club came with their sleigh and Father Christmas and his helpers and switched on the lights. Jay Fowler and his friends came and played music and sang Christmas carols. Jo from Chapel Lane made and donated delicious mince pies and Charles Fifield and his family contributed to the mulled wine. Tim Fowler sourced the Christmas tree and Bob Heaton helped with the decoration. Hopefully, you will agree this was a great success and would like to see this as an annual event.

Our ABCA news has now become a colourful addition thanks to our current editor Sarah Pendy-Sharp, however Sarah has stepped down from this role and her successor is Keira Egerton who lives in the village and welcomes articles and photographs. Thank you, Sarah, for all your hard work it is very much appreciated.

Our Facebook page is a great way of keeping in touch with village life and Veronica Oliver overseas the administration and we would like to thank her also. We are constantly maintaining and improving the facilities both outside and inside the halls. This year we refurbished the main hall putting in new radiators, sanded and varnished the floor and redecorated. This is a credit to everyone involved. The Bowls section had a new pavilion which is very smart, Tennis have 2 great courts. Our halls are in constant use every day, Pre-school taking 4 days with other user groups having weekly or monthly sessions and we are regularly praised for our facilities. We must continue to improve our facilities and keep it

the best Village Hall in the area, but we cannot do this without the help of the Parish Council and the support of the committee and villagers.

During this Coronavirus pandemic our village certainly pulled together. Trevor Brocklebank deputy chair of the Parish Council and myself set up a support group to support the elderly and the vulnerable this was well supported with volunteers and hopefully reached those that needed it.

This next year is going to be particularly challenging financially as fundraising will be limited, and some of the user groups may not continue so we will have no income from rent. We will only be able to undertake urgent repairs but hopefully we can pull together and fight Covid 19 and we will come out of this together and stronger as a community.

Selina Rooney
Chair

Annual Report of Acton Bridge Tennis Club

Firstly, I would like to thank the committee members for their continued efforts in ensuring the Tennis Club continues to provide a great facility for our village.

Membership has actually declined slightly in the past year generating an income of £1500 versus £1600 in the previous year. This money is derived from a blend of memberships as we have differing rates for non villagers, villagers, families and individuals. Villagers receive a discounted rate. Current membership is circa 20 family groups, 20 adults and 10 juniors.

The finances of the Club remain in a very solid position with strong reserves which have been added to this season by a surplus of £953. We took the decision to totally outsource coaching, thus removing the financial risk from the club which has in some past years proved a significant financial drain. This aligned to the fact that general maintenance has been undertaken by the committee rather than paying external contractors has produced a solid surplus after contributing £500 to ABCA.

While finances are in solid order activity continues to decline which is disappointing. We had hoped the relationship with the new professional and relatively large coaching entity would have seen them drive both more coaching activity and youth membership. Given the low cost of joining AB Tennis Club and the coaching entities involvement in local schools we were optimistic that they could help turn the tide to increase both coaching and youth membership, but this strategy has failed.

The facilities were closed off recently to comply with the Governments position relevant to Coronavirus and we have also not put in place any plans for tennis coaching as yet. However, the courts have been reopened and membership renewals have recently been issued.

In recent years we have seen both membership and activity see a gradual decline and it is the Chairman's view that the Club would benefit from younger villagers joining the committee. As such we are actively looking to isolate younger villagers with school age children who will join the committee although anyone keen to join would be welcome.

The courts continue to be in good order and while coaching and team play has declined, the Club continues to provide a great facility to it's members.

Peter Richards
Chair

Annual Report of Acton Bridge Bowling Club

2019 proved to be another great year for Acton Bridge Bowling Club, which culminated in a new club house being installed, and keeps us going forward.

I was very excited about the forthcoming 2020 summer season which promised to deliver some great competitions and bowling in Acton Bridge Bowling Club. With the current lockdown due to the Corona Virus there has been no play at the club, also all competitions have been postponed till further notice. We are hoping to have these started and completed as soon as we can start to compete again.

With support from ABCA and the Parish Council, we will have electricity to the club house opening up possibilities to have lighting, heating, also boiling a kettle for hot drinks. At present we are awaiting the grant to allow this to happen.

This year has seen a change of committee members due to Jason and Louise Norris standing down in their roles in the club. The new committee members are now working in their new roles.

The new Committee members are:

President: Alan Coppock

Chairman: Steve Sharpe

Treasurer: Adrian Copley

Club Secretary: John Mahan

As a Club our membership has grown over the last 12 months and have seen an 18-year-old join our ranks which is really good to see and will boost the bowling club going forward.

We are always looking forward to new members joining us all standards are welcome. Our website has been good for new members finding us.

Steve Sharpe
Chairman

Treasures Report and Financial review

The main financial highlights are:

- Bank and cash balances as at end year amount to £51238, a decrease of £2219 on the year. This compares to last year's results when we had a net surplus of £3721. Of these funds £20,000 are held on deposit with Cambridge and Counties bank on favorable terms. The interest received last year amounted to £406.
- Consolidated accounts – of the total of £63713, £27418 is in ABCA unrestricted general funds, and the amounts in restricted funds are: Tennis £22342, and Bowls £13453. This year the Tennis section was in surplus, but Bowls had a deficit of £3409, due to exceptional bowls mat cleaning expenses.
- Tennis have contributed £500 to ABCA general funds this year. Bowls have contributed their instalments of £175, and in addition made a further payment of £500 towards the sinking fund for the replacement of the artificial bowls 'mat'.

Regarding Income,

- Our annual 300 Club village collection raised £1140, £50 down on last year. We had a Quiz night in October 2019 which raised £306 for ABCA's funds. There were no other social functions, apart from the Christmas Lights event, when Santa came along to switch them on.
- User group payments amounted to £7049, up significantly from £5947. We now have 11 groups who extensively use our parish rooms, probably well over 600 people in all, in total the rental amount represents 57% of our total income. Private Room hire income at £896 was also significantly up on last years (£708).
- We received income from the pre-school of £693, in respect to the Spring term 2019. To date no rent has been received for the three terms, Summer, Autumn and Spring 2020, amounting to a total liability of £2254. The Pre-school continues to enjoy a 50% discount on the room hire rate until its financial status improves. Discussions with pre-school are on going as to its future, and the debt; a review will take place after the current COVID-19 restrictions are lifted, and the pre-school resumes.
- A grant of £400 was received from Cheshire West and Chester Council. It was used to defray the cost of the new car park lighting installed during the year.

· Overall income amounted to £12353, a decrease on last years of £940.

Regarding Expenditure

- Much of the expenditure relates to the cost of utilities, cleaning, ad hoc maintenance, repairs, and insurance, and the spend is as last years.
- Advertising revenue reduced the net cost of producing ABCA newsletter to £350, an insignificant cost to produce a significant product for the Community. Sarah has introduced colour, and a revised refreshing format.
- A major feature of the accounting year was the Capital works completed in the current year which amounted to £6044, mainly financed by ABCA. This was a major increase, compared to last year, and primarily accounts for the deficit on the year. The Capital works program included the re sanding and sealing of the main hall floor, replacement of radiators, some redecoration, and the installation of new lights in the car park. We are also committed to providing an electricity supply to the Bowls pavilion in 2020, with contributory funding from the Bowls section and Grant aid.

Day to day expenditure to maintain the upkeep of the Parish Rooms amounts to just over £7000, capital works as stated above to just over £6000, together they amount in 2019/2020 to £14298. The balance of ABCA's unrestricted funds amounts to £27418. This rate of spend amounts to just over 3 years of annual ABCA expenditure. This is comfortably within our reserves policy of holding funds to represent 1 year's expenditure.

A note on the impact of COVID-19.

The Parish Rooms are now closed, until we are advised of a reopening date. As stated above our reserves are very healthy. Approx. 70% of our income streams have now ceased. However, the maintenance costs continue, although at a slightly reduced level, i.e. utility costs will be lower. Apart from the power supply to the Bowls pavilion, there will be no major capital works in 20/21. Our income will comprise the proceeds from the 300 club, and a small amount of bank interest. We can continue to finance the upkeep and maintenance of the Parish rooms for the foreseeable future, but the real cost is the loss of direct support and enjoyment which its use brings to our community.

Mr. David Hall ACIS has independently examined the accounts. His statement is included as an integral part of these accounts.

ABCA Consolidated Accounts for the year ended 31 March 2020

Receipts and payments Account

			2020	2019
Balance B/F	Lloyds Bank Current Account	£33,373		
	Cambridge and Counties bank	£20,000		
	Petty Cash	£84		
	Total	£53,457		
Income			£	£
	Fund Raising			
	- Quiz Night		306.08	0.00
	- 300 Club		1,140.00	1190.00
	Retro Evening		0.00	675.95
	Race Night		0.00	785.01
			1,446.08	2,650.96
	Grants and Donations			
	Councillors Grant		400.00	200.00
	Donations		100.00	
			500.00	200.00
	User Groups - TaeKwonDo		884.00	923.00
	- Scots Society		663.00	937.00
	- WI		330.00	255.00
	- Dancing (modern and Folk)		624.00	481.00
	- Art Group 1		384.00	340.00
	- Art Group 2		870.00	888.00
	- Art Group 3		1,152.00	810.00
	- Slimming World		864.00	702.00
	- Singing		516.00	347.00
	- Bridge club		520.00	0.00
	- Beaders		242.00	264.00
	- Total		7,049.00	5,947.00
	Room Hire		896.00	708.00
	Pre School and Toddlers		693.00	1274.00
	Tennis		500.00	500.00
	Bowls		675.00	675.00
	Billiards		8.70	45.00
	Miscellaneous/bank interest		405.52	258.58
	ABCA News Advertising Revenue		180.00	220.00
	Contribution from AB Parish Council		0.00	815.23
	Total		3,358.22	4,495.81
	Total Income		12,353.30	13,293.77
Expenditure				
	Cleaning		2,052.68	2622.74
	Electricity & Fuel		2,425.63	2178.36
	Maintenance		1,358.45	446.67
	Insurance		931.77	962.35
	ABCA News Production costs		539.00	431.31
	Water		555.49	564.77
	Miscellaneous/Stationery		214.68	151.44
	Christmas Lights Event		329.40	0.00
	Performing Rights		121.20	117.60
	Other (capital works)		6,044.00	2096.80
	TOTAL		14,572.30	9,572.04
	Surplus/Deficit(-)		-2,219.00	3,721.73
Closing Balance	Lloyds Bank Current Account	£31,171		
	Cambridge and Counties bank	£20,000		
	Petty Cash	£67		
	Total	£51,238		

Statement of Restricted and Unrestricted Funds as at 31st March 2020

	Main Account	Tennis	Bowls	Total
Balance brought forward	£53,457	£10,166	£4,765	£68,388
Income	£12,353	£1,490	£2,916	£16,759
Expenditure	£14,572	£537	£6,325	£21,434
Closing Balance	£51,238	£11,119	£1,356	£63,713

End Year Balances held in unrestricted (general) and restricted (tennis and bowls) accounts

	General	Tennis	Bowls
Restricted Funds held with ABCA Central	£23,820	£11,223	£12,597
Total restricted funds	£0	£22,342	£13,453
Total ABCA unrestricted funds	£27,418		

ACCOUNTS FOR ACTON BRIDGE TENNIS CLUB 31st MARCH 2020

Opening Balance	1st April 2019	£ 10,151.54	
Opening Petty Cash	1st April 2019	£ 14.75	
Cash held by ABCA	1st April 2019	£ 11,223.00	£21,389.29
<u>Income</u>			
Subs		£ 1,490.00	£ 1,490.00
<u>Expenditure</u>			
Club Tags		£ 37.10	
ABCA		£ 500.00	£ 537.10
Surplus Income for 2019/2020			
Petty Cash		£ 14.75	
Closing balance cash held by ABCA		£ 11,223.00	£22,342.19

Treasurer  E. Richards

Audited by  D.W.Pym

Date 31st March 2020



ACTON BRIDGE BOWLING CLUB

RECEIPTS AND PAYMENT ACCOUNTS FOR PERIOD 01.04.2018 to 31.03.2020

INCOME		Y/E 31.03.19		Y/E 31.03.20
Balance brought forward	£	4,382.69	£	4,764.81
Membership	£	1,635.00	£	1,240.00
Membership for next year			£	690.00
Tuesday Evening Match Fees	£	154.00	£	186.00
Tuesday Night Raffle	£	115.00	£	218.00
Visitors Green Fees	£	28.80	£	8.00
Fixed Day Competition Fees	£	67.00	£	50.00
Club Competition Fees	£	69.00	£	59.00
Club Competition Fees for next year			£	69.00
Raffles	£	238.50	£	286.00
Donations	£	51.00	£	70.00
Sport England & Cheshire Community Grants				
Miscellaneous Income	£	90.00	£	30.00
sale of bowls				
refund of prize money (not claimed)			£	10.00
Refund from Council re Lawful Certificate	£	117.00		
Total Income	£	2,565.30	£	2,916.00
EXPENSES				
Payments to ABCA	£	175.00	£	175.00
Payment to ABCA held funds	£	500.00	£	500.00
Club / Carpet Maintenance	£	959.94	£	5,202.76
Carpet Insurance			£	26.60
Club Competition Prize Money	£	150.00	£	195.00
Civil Liabilities Insurance			£	93.00
Marketing / Website			£	7.50
Officers Expenses (Printer ink, paper, receipt books)			£	49.58
Raffles Prizes	£	44.24	£	60.50
Miscellaneous Expenditure			£	15.00
gifts for Jason & Louise				
Cost of Lawful Development Certificate	£	234.00		
Revised Planning Submission	£	120.00		
Total Expenses	£	2,183.18	£	6,324.94
Balance for year	£	382.12	-£	3,408.94
Lloyds @ 31st March	£	4,764.81	£	1,282.05
Cash In Hand			£	73.82
Held by A.B.C.A	£	12,097.00	£	12,597.00
TOTAL	£	16,861.81	£	13,952.87

I have examined the above accounts and certify that they are in accordance with the books and papers presented to me.

Signed *Philip Johnson*
23/4/20



Section A

Independent Examiner's Report

Report to the trustees/ members of

ACTON BRIDGE COMMUNITY ASSOCIATION

On accounts for the year ended

31st March 2020

Charity no (if any)

509825

Set out on pages

(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

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").

Independent examiner's statement

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.

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) 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.

* Please delete the words in the brackets if they do not apply.

Signed:

[Signature]

Date:

18/5/20

Name:

DAVID HALL

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

A/C S

Address:

ANDER HOUSE, STRAWBERRY LANE, ACTON BRIDGE, CHESTER, CH5 3QF

Trustees Declaration

The Trustees declare that they have approved the Trustees' report above

Signature	
Full name/Position	Robert Holt/Honorary Officer
Date	
Signature	
Full name/Position	Selina Roney/Chairperson of ABCA
Date	
Signature	
Full name/Position	Gill Spanton/Secretary
Date	
Signature	
Full name/Position	Peter Hurst/Treasurer
Date	
Signature	
Full name/Position	Steve Sharpe/Chairman Bowls Section
Date	
Signature	
Full name/Position	Peter Richards/Chairman Tennis Section
Date	

