



Acton Bridge Community Association (ABCA)

Trustees Annual Report
For the Year ended 31st March 2021.

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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

Bankers:

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 are 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

CHAIR'S REPORT 2020-2021

What a strange year this has been for us all. Without the help and support of the committee and its members we would not be where we are today, looking forward to a positive year ahead.

This year has been incredibly challenging due to the restraints of the Pandemic. This time last year we were in the early stages and we soon realised that it was not going away.

Trustees and members of the committee have worked well together to put procedures in place to make the Parish rooms and the facilities safe from covid. This took a great deal of time and effort and I would like to thank Peter Hurst, Bob Holt, Bob Heaton, Veronica Oliver and Gill Spanton. A special thank you also to Caroline Hand who has made sure that the cleaning procedures were maintained.

Trevor & Sam Brocklebank and their volunteers continued with their work keeping the village WHATSAPP going for the vulnerable and the elderly people of the village. Thank you to all involved. I am sure all residents were very appreciative.

Our income from the user groups and room hire almost dried up with the exception of pre-school as this was permitted. Fundraising was limited to the 300 club; this involved a different format with direct payments. We did not sell as many shares but under the circumstances we were pleased with the outcome. Thank you to Bob and Margaret Holt for continuing to run the 300 club. We also obtained Government's business support grants which helped us to pay our bills and maintain the property.

While the rooms have been closed Bob Heaton has continued to make his through weekly checks and has supervised any contractual works carried out such as a new boiler and electrical supply to the bowls pavilion and he has kept the grounds in good order. We really are grateful to Bob for his time and his diligence.

We are sorry to say goodbye to our Vice Chair Jane Evans who has moved to Oxfordshire to be nearer to her daughter and her family. Jane been totally committed to ABCA since she moved into the village, Jane was Chair before I took over, just one of her many roles. We will all miss her greatly. As a thank you a presentation took place at the village rooms socially distanced. I am sure that she will be soon get involved in her new community we wish her well.

Kiera Edgerton continues to edit and publish our informative newsletter. keeping us all up to date with the goings on in the village! Thank you all who are involved with content and delivery it is much appreciated.

Keira has also taken on the role as administrator for the Acton Bridge website and is continuing to develop the site. Veronica Oliver looks after the contents for Acton Bridge Village Facebook, also a good way of keeping the village informed. Thank you both.

As a village we have been unable to enjoy our usual programme of social events, However Tim Fowler managed to source a Christmas tree, it was decorated and a distanced light switch on brought some festive cheer to the village.

This pandemic has put many obstacles in our way. We have been unable to hold our regular committee meetings in the hall and have used Zoom. Our IT skills have greatly improved! Some of the user groups have not returned due to the restricted numbers. Hopefully once the restrictions are lifted in June 2021 they will resume. The user groups that did return were limited in numbers and had to follow strict cleaning schedules. It was great to see the rooms, Tennis courts and bowls pavilion brought back to life.

Our Community has certainly pulled together during this Covid pandemic, I feel very privileged to be part of Acton Bridge Community Association but without the help of the other committee members giving up their time and sharing their knowledge it would make my job exceedingly difficult indeed. So, a big thank you all for your friendship and support.

Selina Rooney
Chair

Annual Report of Acton Bridge Tennis Club

The past year has clearly been severely disrupted by the Covid outbreak and National lockdowns starting in March 2020.

For much of the past season the courts have been locked and no play has been allowed in accordance with Government guidelines. While we were able to open the courts for restricted play during some summer months the season has in effect been non-existent with it affecting all elements, membership, league matches and coaching.

After discussion with ABCA board it was agreed that the tennis club should not provide its usual annual contribution to ABCA funds and this was greatly appreciated. This gesture has allowed the tennis club to announce to all its existing members that no fees will be charged for the 21/22 season which has been very favourably received.

The courts remain in good condition and we are now promoting the Club looking for new members as we emerge from Covid and play is again allowed.

Two of the committee tendered their resignations last season due to relocation and we urgently require new committee members to assist with the work of the committee and to inject new impetus into an ageing group.

I would like to thank my fellow committee members for their efforts and support in keeping the club operating and providing excellent facilities for our members.

Peter Richards
Chair

Annual Report of Acton Bridge Bowling Club

2020 proved to be a difficult year for Acton Bridge Bowling Club. With the number of lockdowns, and not being able to play for a number of months. Some members who have been isolating unable to play for over 12 months and are looking forward to return in the near future.

In spite of the difficulties we have faced, the club has grown, with several new members joining us. As a club we are very excited about the forthcoming 2021 summer season which promises to deliver some great competitions and bowling in Acton Bridge Bowling Club.

With the new Club house and electricity fully working we have a great asset that will help in open days, fun days, competitions, when the current restrictions are lifted, we will then be able to enjoy the facilities.

There has been a lot of work done through the year to tidy around the club, especially hedges and trees. We would like to thank ABCA and Bob Heaton who made some of this happen, with Bob cutting the conifers lower to allow light and stop the trees affecting the green. The green and area are looking very good, and we thank all those members who put in the time to make this happen.

With membership looking strong, and now able to play again, we are looking forward to the competitions being able to happen this year with many members already putting their names down it looks like a great year in prospect.

We are always looking forward to new members joining us all standards are welcome. Our website has been good for new members finding us. Even if people have never played there are always members willing to show new members how to play.

Steve Sharpe
Chairman

Treasures Report and Financial review

From a financial viewpoint, the year has been like no other. The restrictions forced on us by the COVID pandemic, and the closure of the Parish Room significantly impacted our income streams. User group income collapsed to 15% of last years, there were no social events organized by ABCA. Proceeds from Private room hire dried up. The 300 Club was re-organized on a revised model, allowing for direct purchase of shares and payments and the need to minimize personal contact. It raised £950, only £80 down on last year. In the circumstances an excellent result.

Only the Pre-school maintained its operations when it was permitted to. They were the main source of rental income in 2020.

Fortunately, however, ABCA has benefited from generous government COVID business support grants. In the year, six allocations have been made amounting to more than £18000. These have more than contributed to the loss of income, and we have finished the year with a surplus of £14,670, in contrast to last years' loss of £2219. With the lifting of restrictions on the use of the Parish Rooms and the return to 'normality', this surplus will be used to promote hire and usage of the parish rooms as well as promoting community events within Acton Bridge. ABCA has waived the annual contributions from Bowls and the Tennis sections to provide some relief in financing their activities.

We spent over £6550 on capital items, most notably the provision of a power supply to the Bowls pavilion, we were assisted in this by Sport England which awarded us a grant of £2000. In December, our second CH gas boiler failed and had to be replaced, costing over £2000. There remains outstanding the replacement of dilapidated roof cladding to be completed in the second quarter of 2021, this will be part financed by a CWAC grant and a contribution from our Parish Council.

So, ABCA's Bank and cash balances as at end year amount to £66413, an increase of £15,172, compared to a decrease of £2219 on the year. This is an exceptional amount. Of these funds £20,000 are held on deposit with Cambridge and Counties bank on favorable terms. The interest received last year amounted to £345.

Our consolidated funds amount to £81,258. Of these, £42961 is in ABCA unrestricted general funds, and the amounts in restricted funds are: Tennis £24,154, and Bowls £11,143. This year both the Tennis section and the Bowls Section were in surplus, and both were significantly impacted by COVID restrictions. Their accounts are shown separately in this report.

Regarding Expenditure, much of the expenditure relates to the cost of utilities, cleaning, ad hoc maintenance, repairs, and insurance, and for each item, the spend is slightly lower than last year, reflecting the lack of use of the Parish Rooms. COVID related expenses amounted to £1235.

Day to day expenditure to maintain the upkeep of the Parish Rooms amounted to just under £7000, capital works as stated above to just over £6500, together they amount in 2020/2021 to £13519, only 7% less than last year's outturn of £14572. This rate of annual expenditure falls comfortably within our reserves policy of holding funds to represent 1 year's expenditure.

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

Peter Hurst FCMA CGMA Treasurer

ABCA Consolidated Accounts for the year ended 31 March 2021.

ABCA		Acton Bridge Community Association		Charity Number		CC16a
				509825		
Receipts and payments accounts						
		For the period from	1st April 2020	To	31st March 2021	
Section A Receipts and payments						
	Note	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts						
Fund raising	1	950.00	-	-	950	1,446
Donations and Grants		24,385	-	-	24,385	500
User Group Hall Usage	2	1,052.00	-	-	1,052	7,048
Private Room Hire		148	-	-	148	896
Pre School		1,176	-	-	1,176	693
Tennis	3	-	-	-	-	500
Bowls	4	-	500	-	500	675
Billiards		-	-	-	-	9
Miscellaneous Income/Bank interest		345	-	-	345	406
ABCA News Advertising		135	-	-	135	180
Contributions from ABCA parish		-	-	-	-	-
Sub total (Gross income for AR)		28,191	500	-	28,691	12,353
A2 Asset and investment sales, (see table).						
		-	-	-	-	-
Sub total		-	-	-	-	-
Total receipts		28,191	500	-	28,691	12,353
A3 Payments						
Cleaning		925	-	-	925	2,053
electricity and gas		1,158	-	-	1,158	2,426
water		352	-	-	352	555
maintenance		1,343	-	-	1,343	1,358
Insurance		892	-	-	892	932
Misc. /stationary		280	-	-	280	215
Christmas tree lights event		230	-	-	230	329
Performing Rights		140	-	-	140	121
ABCA News production costs		414	-	-	414	539
COVID Expenses		1235	-	-	1,235	-
Sub total		6,969	-	-	6,969	8,528
A4 Asset and investment purchases,						
Various	5	6,550	-	-	6,550	6,044
Sub total		6,550	-	-	6,550	6,044
Total payments		13,519	-	-	13,519	14,572
Net of receipts/(payments)		14,672	500	-	15,172	-2219.00
A5 Transfers between funds		868	-	868	-	-
A6 Cash funds last year end		7,421	23,820	-	31,241	33,460
Cash funds this year end		22,961	23,452	-	46,413	31,241

Section B Statement of assets and liabilities at the end of the period						
Categories		Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £	
B1 Cash funds	6	Bank account	22,922	23,452	-	
		Petty cash	39	-	-	
				-	-	
		Total cash funds	22,961	23,452	#REF!	
		(agree balances with receipts and payments account(s))	OK	OK		
		Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £	
B2 Other monetary assets		Pre school arrears of Room rental fees	2240	-	-	
		Cambridge and Counties Bank	20,000	-	-	
			-	-	-	
		Details	Fund to which asset belongs	Cost (optional)	Current value (optional)	
B3 Investment assets				-	-	
				-	-	
				-	-	
		Details	Fund to which asset belongs	Cost (optional)	Current value (optional)	
B4 Assets retained for the charity's own use		Folding tables (large) (20)	ABCA unrestricted	1,600	-	
		Folding tables (small) (25)	ABCA unrestricted	1,560	-	
		Upholstered chairs (80)	ABCA unrestricted	1,688	-	
		Moveable kitchen appliances	ABCA unrestricted	200	-	
		Billiard table	ABCA unrestricted	9,000	-	
		Wall furnishings/plaques/clocks	ABCA unrestricted	1,000	-	
		Piano	make	ABCA unrestricted	1,000	-
			Total		16,048	-
		Details	Fund to which liability relates	Amount due (optional)	When due (optional)	
B5 Liabilities						
				-		
				-		
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval		

Acton Bridge Community Association					
Notes to the Accounts					
Note				£	
1	Fund Raising				
	- 300 Club			950.00	
				<u>950.00</u>	
				£	
2	User Groups - Taekwondo			234.00	
	- Scots Society			78.00	
	- WI			12.00	
	- Dancing (Modern and Folk)			52.00	
	- Art Group 1			0.00	
	- Art Group 2			250.00	
	- Art Group 3			324.00	
	- Slimming World			0.00	
	- Singing			0.00	
	- Bridge club			52.00	
	- Beaders			50.00	
				<u>1,052.00</u>	
3	Tennis Accounts below				
4	Bowls Accounts below				
5	Asset Purchases			£	
	Bowls Pavilion Electricity supply			3,987.00	
	External socket to support outside lighting			390.60	
	Main Hall Gas CH boiler			2,172.00	
	Total			<u>6,549.60</u>	
	A note on the Bowls Pavilion financing		£		
	Sport England Grant		2000		
	Bowls contribution from their restricted funds		868		
	ABCA contribution		1119		
	Total		<u>3987</u>		
6	ABCA's Total Cash Position as at 31 March 2021				
		Main Account	Tennis	Bowls	Total
	Balance brought forward	£51,241	£11,119	£1,356	£63,716
	Income	£28,691	£2,032	£1,530	£32,253
	Expenditure	£13,519	£220	£972	£14,711
	Closing Balance	£66,413	£12,931	£1,914	£81,258
	End Year Balances held in unrestricted (general) and restricted (tennis and bowls) accounts				
		General	Tennis	Bowls	
	Restricted Funds held with ABCA Central	£23,452	£11,223	£12,229	
	Total restricted funds	£0	£24,154	£14,143	
	Total ABCA unrestricted funds	£42,961	£0	£0	

Acton Bridge Tennis Club – Accounts to 31st March 2021

ACCOUNTS FOR ACTON BRIDGE TENNIS CLUB 31st MARCH 2021

Opening Balance 1st April 2020	£ 11,104.44	
Cash held by ABCA	£ 11,223.00	
Opening Petty Cash Balance 1st April 2020	£ 14.75	£22,342.19
<u>Income</u>		
Subs	£ 2,032.00	£ 2,032.00
<u>Expenditure</u>		
Court Maintenance		
Sundries	£ 50.00	
Club Tags		
Internet	£ 170.09	
ABCA		£ 220.09
Surplus Income for 2020/2021	£ 12,916.35	
Petty cash	£ 14.75	
Closing balance cash held by ABCA	£ 11,223.00	£24,154.10

Treasurer *E. Richards* E. Richards

Audited by *D.W. Pym* D.W.Pym

Date 31 March 2021

Acton Bridge Bowling Club Accounts to 31st March 2021

ACTON BRIDGE BOWLING CLUB

RECEIPT AND PAYMENT ACCOUNTS FOR PERIOD 01/04/2019 to 31/03/2021

INCOME	Y/E 31.03.20	Y/E 31.03.21
	£	£
Balance brought forward	4,764.81	1,355.87
Membership	1,240.00	640.00
Membership for next year	690.00	595.00
Tuesday Evening Match Fees	186.00	0.00
Tuesday Night Raffle	218.00	0.00
Visitors Green Fees	8.00	0.00
Fixed Day Competition Fees	50.00	0.00
Club Competition Fees	59.00	185.00
Club Competition Fees for next year	69.00	75.00
Raffles	286.00	0.00
Donations	70.00	35.00
Miscellaneous Income	30.00	0.00
sale of bowls	10.00	0.00
refund of prize money (not claimed)	10.00	0.00
Total Income	2,916.00	1,530.00
EXPENSES		
Payments to ABCA	175.00	0.00
Payment to ABCA held funds	500.00	500.00
Club / Carpet Maintenance	5,202.76	311.34
Carpet Insurance	26.60	72.63
Club Competition Prize Money	195.00	0.00
Civil Liabilities Insurance	93.00	0.00
Marketing / Website	7.50	13.00
Officers Expenses (Printer ink, paper, receipt books)	49.58	38.25
Raffles Prizes	60.50	0.00
Miscellaneous Expenditure	15.00	36.78
Total Expenses	6,324.94	972.00
Balance for year	-3,408.94	558.00
Lloyds @ 31st March	1,282.05	1,848.44
Cash in Hand	73.82	65.43
Held by A.B.C.A	12,597.00	12,229.00
TOTAL	13,952.87	14,142.87

Y/E 31/03/2021. Adjustment to ABCA reserve fund . +£500
less £868 for electrical works = £12229.00

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

Signed

Philip Spence

Independent Examiners Report



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Acton Bridge Community Association (ABCA)

On accounts for the year
ended

31st March 2021

Charity no
(if any)

509825

Set out on pages

1-15

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 /03/2021.

Responsibilities and
basis of report

As the charity's trustees, 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 all 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 (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.*

Signed:

Date: 9th May 2021

Name:

Mr David Hall

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

Chartered Corporate Secretary

Address:

Alder House, Strawberry lane, ACTON BRIDGE, Cheshire CW9 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	

