



SANDBACH
Town Council

FINANCE, POLICY AND GOVERNANCE COMMITTEE

Agenda for the meeting to be held on **Wednesday, 8 May 2024**
At 7.00pm in Sandbach Town Hall.

Committee Members: Cllrs J Arnold (Chair), S Corcoran (Vice Chair), G Lindop, N Cook, K England, D Hegarty, M Mitchel, A Nevitt, T Wheatcroft, L Crane (ex-Officio)

1. APOLOGIES FOR ABSENCE

Please ensure apologies are received by **the Chief Officer no later than 5pm** on the day of the meeting.

2. DECLARATIONS OF INTEREST

To provide an opportunity for Members and Officers to declare any disclosable pecuniary and non-pecuniary interests in any item on the agenda.

The Chair will adjourn the meeting to allow questions relating to items on this Agenda from members of the public.
After the questions, the Chair will reconvene the meeting.

3. EXCLUSION OF PUBLIC AND PRESS

To consider, under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), press representatives and public be excluded from the meeting for any of the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.

Lead: Chair

Action: *To approve items to be excluded from press and public, if appropriate.*

4. MINUTES OF THE FINANCE POLICY AND GOVERNANCE MEETING

[Attached: Minutes of the meeting held 7 February 2024]

Lead: Chair

Action: *To approve the minutes of the 7 February 2024 meeting.*

5. FINANCE, POLICY & GOVERNANCE COMMITTEE 2023-24 BUDGET

[Attached: RBS 2023-24 Budget & Actuals Summary]

Lead: Chair

Action: *To note the actuals against budget position for FPG Committee activities.*

6. GRANTS APPLICATIONS (OVER £500 and UNDER £5,000)

6.1 Grant Applications (over £500 and under £5,000)

[Attached: Grant Applications received in Quarter 4
6.1a Age UK – requested amount £2,491;
6.1b Sandbach United Football Club CIO – requested amount £1,260;
6.1c SWWG – requested amount £2,000 for next 3 years;
6.1d Lions Youth Brass Band - requested amount £4,800;
6.1e Sandbach Almshouse Charity - requested amount £1,524;
6.1f Sandbach Cricket Club – amount requested £1,820]

Lead: Chair

Action: *To consider each grant application for approval against the Council's grant application criteria and an outstanding 2024-25 budget provision of £ 30,975.*

6.2 Grants Feedback

[Attached: Completed Grant Feedback Forms]

Lead: Chair

Action: *To note the feedback.*

7. POLICY REVIEW – Training and Development policy

[Attached: Draft Training and Development Policy]

In line with the Policy Review Timetable agreed by Council, the Council's

Lead: Chair

Action: *To consider the draft policy and make recommendations for the next appropriate Full Council.*

8. CHALC Membership

[Attached: ChALC Membership 2024-25]

Lead: Chair

Action: *To consider the membership at Cheshire Association of Local Councils*

9. QUARTERLY FINANCE REPORTS

[Attached: 9a Q4 2023-24 BACS & DD Payments made;
9b Q4 2023-24 CREDIT CARD Payments made;
9c Q4 2023-24 Payments made Current Acc;
9d Q4 2023-24 PETTY CASH Payments made]

Lead: Chair

Actions: *To approve Q4 Financial Reports.*

10. ITEMS FOR THE NEXT MEETING

Lead: Chair

Action: *To consider and agree items for the next meeting.*

11. DATE AND TIME OF NEXT MEETING

The date of the next meeting is tbc at next Full Council AGM.

**BLANK
PAGE**



SANDBACH
Town Council

FINANCE, POLICY AND GOVERNANCE COMMITTEE

Minutes for the meeting held on **Wednesday, 7 February 2024**
At 7.00pm in Sandbach Town Hall.

Present: Cllrs J Arnold (Chair), S Corcoran (Vice Chair), G Lindop, N Cook, K England, D Hegarty, M Mitchel, A Nevitt, T Wheatcroft.
Officers Ceri Lloyd (Chief Officer and Meeting Clerk), Agnieszka Obrochta (Senior Finance Officer).

1. APOLOGIES FOR ABSENCE

Apologies were received by Cllr Deakin.

2. DECLARATIONS OF INTEREST

No disclosable pecuniary or non-pecuniary interests were declared.

The Chair adjourned the meeting to allow questions or comments relating to items on this Agenda from members of the public.

Mandy Roscoe attended on behalf of Minerva Arts and Anne-Marie Robinson attended on behalf of the Sandbach partnership. Both were present to support their grant applications and responded to a number of questions from Councillors.

The Chair reconvened the meeting.

3. EXCLUSION OF PUBLIC AND PRESS

To consider, under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), press representatives and public be excluded from the meeting for any of the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.

Lead: Chair

Resolved: *No items were excluded from press and public.*

4. MINUTES OF THE FINANCE POLICY AND GOVERNANCE MEETING

[Attached: Minutes of the meeting held 22 November 2023]

Lead: Chair

Resolved: *the minutes of the 22 November 2023 meeting were approved.*

5. FINANCE, POLICY & GOVERNANCE COMMITTEE 2023-24 BUDGET

[Attached: RBS 2023-24 Budget & Actuals December Summary]

Lead: Chair

Resolved: *the actuals against budget position for FPG Committee activities were noted.*

6. GRANTS APPLICATIONS (OVER £500 and UNDER £5,000)

6.1 Grant Applications (over £500 and under £5,000)

[Attached: Grant Applications received in Quarter 3

6.1a Minerva Arts – requested amount £1,500;

6.1b Sandbach Partnership – requested amount £1,500]

[Links: <https://sandbach.gov.uk/wp-content/uploads/2023/11/Minerva-Arts-redacted.pdf>;
<https://sandbach.gov.uk/wp-content/uploads/2023/11/Minerva-Arts-Accounts-redacted.pdf>]

Lead: Chair

The Committee thanked the grant applicants for their attendance and provision of additional information.

- i) Minerva Arts: this application was welcomed and supported unanimously as it supports the Council's strategic objective to help develop and support the wellbeing of young people. Links were made with the Council's forthcoming youth provision consultation, Schools Lead Cllr Richards, and the Sandbach Partnership plans for a Youth Showcase event in the town
- ii) Sandbach Partnership Spooky Saturday; This application had a mixed reception with some members doubting the popularity of the event in the town and others fully supporting its value as a free event for families for Halloween.

Resolved: *i) to award a grant of £1,500 for Minerva Arts to run youth drama weekly workshops at relatively low cost;
ii) to award a grant of £1,500 to Sandbach Partnership for Spooky Saturday, to be funded by the current year community grant budget which is underspent. [named vote Cllr Corcoran; Against Cllr Nevitt Abstein; all other members present For – Carried 7F; 1 Ag; 1 Ab].*

6.2 Grants Feedback

[Attached: Completed Grant Feedback Forms]

Lead: Chair

Feedback forms were welcomed as a useful mechanism to ensure that the grants awarded had represented value for money for Sandbach residents. Members requested that the forms were reviewed by the Chief Officer to ensure that feedback was consistent and focused on outcomes relevant to the Council's Strategic Objectives.

Resolved:

- i) *the feedback for previous grant allocations was noted;*

- ii) *the Chief Officer to draft a revised feedback form for consideration at the next Committee.*

7. POLICY REVIEW – DIVERSITY POLICY

[Attached: STC Equality Statement / Policy]

In line with the Policy Review Timetable agreed by Council, the Council's Equality and Diversity Policy is due for review. This policy was last updated in 2021 but may benefit from some revision.

Lead: Chair

The Committee felt that this policy should be reviewed by the Diversity lead before further consideration, as previously requested by the Chief Officer and Committee Chair.

Resolved: *To ensure the Diversity lead reviews the existing policy and make recommendations for inclusion for the next Finance, Policy and Governance Committee and subsequent Full Council.*

8. POLICY REVIEW – INVESTMENT POLICY

[Attached: Draft Policy]

Lead: Chair

The Chief Officer and Senior Finance Officer provided the background to this policy and the current investment activities of the Council, which were in line with the proposed policy. The Chief Officer clarified that the Council, in line with all local authorities, invested any available reserves in the Government managed CCLA account (the Public Sector Deposit Scheme) which was currently paying 5.3% low risk interest and providing significant additional interest for the Council, following a Council decision in 2021.

Cllr Cook proposed that a paragraph was inserted within the draft policy to commit the Council to act ethically in its investment activities. This received mixed views and the Chief Officer advised that, although it was the Council's intention always to act ethically, making a statement in this policy could complicate its current strategy – basically to use a reputable high street bank for its current account (per the standard vetting within the policy) and invest reserves in the CCLA, as this was a Government recommended scheme presenting low risk and high interest with public funds and the Council would have little or no control over how these national organisations would invest. The Committee resolved to ask the Chief Officer to find a suitable ethics statement for consideration before Council.

Resolved: *the updated policy was approved for recommendation to Full Council, subject to a statement being added to endorse an ethical approach to investments. [4 For; 2 Ag; 3 Ab - carried].*

9. QUARTERLY FINANCE REPORTS

[Attached: 9a Q3 2023-24 BACS & DD Payments made;
9b Q3 2023-24 CREDIT CARD Payments made;
9c Q3 2023-24 Payments made Current Acc;
9d Q3 2023-24 PETTY CASH Payments made]

Lead: Chair

Actions: *the Q3 financial reports were approved.*

10. ITEMS FOR THE NEXT MEETING

Lead: Chair

Resolved: *Next Meeting; Diversity Policy; other policies per policy review timetable; Revised Grant Feedback Form.*

11. DATE AND TIME OF NEXT MEETING

The date of the next meeting is Wednesday 8th May 2024 at 7pm in Sandbach Town Hall.

Meeting Closed 8.32pm

Cllr J Arnold / CL

DRAFT

Annual Budget - By Committee (Actual YTD Month 12)

Note: Annual Budget 2023-24

Council	2022-23		2023-24			2024-25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
100 Town Council Income									
1176 Precept	695,310	695,310	732,380	732,380	0	0	772,182	0	0
1190 Interest Received	400	6,564	200	34,986	0	0	10,200	0	0
1912 Other income	0	0	0	3,883	0	0	0	0	0
Total Income	695,710	701,874	732,580	771,250	0	0	782,382	0	0
Movement to/(from) Gen Reserve	695,710	701,874	732,580	771,250	0	0	782,382	0	0
Council - Income	695,710	701,874	732,580	771,250	0	0	782,382	0	0
Expenditure	0	0	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	695,710	701,874	732,580	771,250	0	0	782,382	0	0
Finance, Policy & Governance									
101 Administration									
4840 Refreshment purchases	0	9	0	1	0	0	0	0	0
Direct Expenditure	0	9	0	1	0	0	0	0	0
4100 Mayor's Allowance	2,000	2,000	2,000	2,000	0	0	2,500	0	0
4101 Civic & Ceremonial	2,500	1,379	2,500	898	0	0	2,500	0	0
4108 Outlook 365	0	0	0	299	0	0	0	0	0
4109 ICT Costs	0	0	0	1,775	0	0	0	0	0
4110 ICT Support/Packages	7,500	8,286	7,875	10,639	0	0	8,269	0	0
4111 Subscriptions	4,000	3,212	4,200	3,234	0	0	4,410	0	0

Continued on next page

Sandbach Town Council
Annual Budget - By Committee (Actual YTD Month 12)
Note: Annual Budget 2023-24

	<u>2022-23</u>		<u>2023-24</u>			<u>2024-25</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4112 Audit Fees Internal & External	5,180	3,219	5,439	2,559	0	0	5,711	0	0
4114 Accountancy Support	8,200	6,711	8,610	5,900	0	0	6,610	0	0
4115 Office 365/Outlook (Emails)	0	3,045	0	2,376	0	0	0	0	0
4120 Insurance	10,000	10,930	15,000	10,698	0	0	15,750	0	0
4121 Rent- Enterprise	0	0	0	14,826	0	0	20,000	0	0
4123 Telephones	2,500	1,983	2,575	2,048	0	0	2,704	0	0
4130 Stationery	1,000	996	1,100	1,361	0	0	1,155	0	0
4131 Photocopying	1,000	1,125	1,500	1,279	0	0	1,575	0	0
4135 Postages	400	4	200	0	0	0	210	0	0
4136 Election costs	8,000	11,419	0	0	0	0	0	0	0
4141 Office Equipment/Furniture	3,000	4,210	4,000	1,673	0	0	4,000	0	0
4142 Office Maintenance	500	231	500	335	0	0	500	0	0
4144 STC Work Wear	0	602	0	0	0	0	0	0	0
4145 Financial Software	1,100	1,169	1,155	1,289	0	0	1,213	0	0
4150 Travelling Expenses	500	272	525	191	0	0	521	0	0
4151 Training	4,000	2,595	4,000	3,725	0	0	4,000	0	0
4152 HR & H&S Support	5,000	5,312	5,000	5,719	0	0	5,250	0	0
4154 Aged debt write off	0	0	3,000	0	0	0	3,000	0	0
4197 Bank Charges	2,500	2,489	2,500	2,242	0	0	2,500	0	0
4198 Cleaning	0	3,855	0	1,017	0	0	0	0	0
4199 Other Expenses	100	21	100	19	0	0	100	0	0
4310 Website Maintenance	0	0	0	3,060	0	0	0	0	0
4630 Legal Fees	1,500	1,284	1,500	2,305	0	0	1,500	0	0
4670 New Purchases/Projects	20,000	0	0	3,600	0	0	0	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 12)

Note: Annual Budget 2023-24

	2022-23		2023-24			2024-25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4850 Legal and professional fes	0	-94	0	0	0	0	0	0	0
6091 Covid-19	0	12	0	0	0	0	0	0	0
6110 Rates and Water	0	0	0	3,316	0	0	0	0	0
6140 Waste Disposal	1,500	201	1,500	161	0	0	1,500	0	0
6280 Telephone	0	5	0	0	0	0	0	0	0
6290 Advertising	1,000	1,223	1,050	979	0	0	1,050	0	0
7000 Public Works Loan Board	0	0	29,605	29,605	0	0	29,605	0	0
Overhead Expenditure	92,980	77,694	105,434	119,129	0	0	126,133	0	0
9000 plus Transfer from EMR	0	93,508	0	18,820	0	0	0	0	0
9001 less Transfer to EMR	0	5,000	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	(92,980)	10,804	(105,434)	(100,310)	0	0	(126,133)	0	0
102 Staff Costs									
4000 Salaries	145,400	158,897	215,215	171,081	0	0	249,185	0	0
4001 Employer's NI	15,700	16,086	22,560	17,849	0	0	24,026	0	0
4002 Employer's Superannuation	32,900	20,093	48,644	22,735	0	0	53,948	0	0
4003 Staff Restructure	70,000	0	10,500	0	0	0	0	0	0
Overhead Expenditure	264,000	195,076	296,919	211,665	0	0	327,159	0	0
Movement to/(from) Gen Reserve	(264,000)	(195,076)	(296,919)	(211,665)	0	0	(327,159)	0	0
105 Publicity									
4300 Newsletter Printing	2,500	0	2,500	0	0	0	2,500	0	0
4310 Website Maintenance	1,000	2,051	1,050	4,037	0	0	1,050	0	0
Overhead Expenditure	3,500	2,051	3,550	4,037	0	0	3,550	0	0

Continued on next page

Sandbach Town Council
Annual Budget - By Committee (Actual YTD Month 12)

12:02

Note: Annual Budget 2023-24

	2022-23		2023-24			2024-25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
9000	0	0	0	3,060	0	0	0	0	0
	(3,500)	(2,051)	(3,550)	(976)	0	0	(3,550)		
Movement to/(from) Gen Reserve									
400 Projects									
4600 Projects	0	0	0	7,500	0	0	0	0	0
4614 Office Project	25,000	3,493	0	0	0	0	0	0	0
4626 Community/Pubwatch	0	5,412	0	0	0	0	0	0	0
4648 Neighbourhood Plan	0	168	0	138	0	0	0	0	0
4667 Asset Maintenance Prov	10,000	0	10,000	0	0	0	10,000	0	0
	35,000	9,073	10,000	7,638	0	0	10,000	0	0
Overhead Expenditure									
9000 plus Transfer from EMR	0	0	0	21,842	0	0	0	0	0
9001 less Transfer to EMR	0	24,500	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	(35,000)	(33,573)	(10,000)	14,204	0	0	(10,000)		
Finance, Policy & Governance - Income	0	0	0	0	0	0	0	0	0
Expenditure	395,480	283,903	415,903	342,469	0	0	466,842	0	0
Net Income over Expenditure	(395,480)	(283,903)	(415,903)	(342,469)	0	0	(466,842)	0	0
	0	93,508	0	43,722	0	0	0	0	0
plus Transfer from EMR	0	29,500	0	0	0	0	0	0	0
less Transfer to EMR									
Movement to/(from) Gen Reserve	(395,480)	(219,895)	(415,903)	(298,747)	0	0	(466,842)		

Continued on next page

Annual Budget - By Committee (Actual YTD Month 12)

Note: Annual Budget 2023-24

	2022-23		2023-24			2024-25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Assets & Services Committee									
180 Sandbach Town Hall									
1912	0	2	0	0	0	0	0	0	0
4801	8,000	2,802	8,000	6,493	0	0	8,400	0	0
4804	0	0	0	31	0	0	0	0	0
4806	8,000	919	8,000	1,093	0	0	8,000	0	0
4807	5,500	4,854	5,500	4,067	0	0	5,500	0	0
4808	0	34	0	63	0	0	0	0	0
4809	0	45	0	9	0	0	0	0	0
6000	60,000	56,611	50,000	73,160	0	0	62,500	0	0
6002	50,000	45,812	52,500	38,897	0	0	55,125	0	0
6004	0	650	0	168	0	0	0	0	0
Total Income	131,500	111,729	124,000	123,982	0	0	139,525	0	0
4831	5,000	1,333	4,000	5,629	0	0	4,000	0	0
4838	5,500	3,492	5,775	3,735	0	0	5,775	0	0
4840	4,000	449	4,200	355	0	0	4,200	0	0
6010	20,000	16,611	21,000	14,665	0	0	21,000	0	0
Direct Expenditure	34,500	21,885	34,975	24,385	0	0	34,975	0	0
4111	0	210	0	174	0	0	0	0	0
4670	3,000	2,515	3,000	1,846	0	0	3,150	0	0
6020	65,200	66,118	89,071	117,951	0	0	93,525	0	0
6021	4,500	3,495	4,529	10,459	0	0	4,755	0	0

Continued on next page

Sandbach Town Council
Annual Budget - By Committee (Actual YTD Month 12)
 Note: Annual Budget 2023-24

	<u>2022-23</u>		<u>2023-24</u>			<u>2024-25</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
6022 Superannuation	9,300	8,906	17,055	22,451	0	0	17,908	0	0
6023 Casuals wages	0	0	0	7,500	0	0	0	0	0
6070 Training	1,500	1,660	1,575	1,165	0	0	1,575	0	0
6080 Maintenance	8,000	8,422	8,400	8,202	0	0	8,820	0	0
6090 Health and Safety	500	0	500	25	0	0	500	0	0
6091 Covid-19	1,000	24	0	0	0	0	0	0	0
6100 Light and Heat	19,000	13,497	22,800	24,945	0	0	22,800	0	0
6110 Rates and Water	12,000	7,954	12,600	9,158	0	0	13,230	0	0
6120 Repairs	5,000	464	10,000	3,836	0	0	10,500	0	0
6124 Condition Survey	2,380	0	0	0	0	0	0	0	0
6140 Waste Disposal	2,000	2,041	2,100	1,518	0	0	2,100	0	0
6150 Security	500	514	525	467	0	0	525	0	0
6200 Motor expenses	0	0	0	1	0	0	0	0	0
6220 Cleaning	13,500	9,288	14,513	13,089	0	0	11,238	0	0
6230 Equipment renewals	3,000	1,639	3,000	3,154	0	0	3,150	0	0
6240 Glassware	0	87	0	0	0	0	0	0	0
6280 Telephone	5,000	1,870	5,250	3,083	0	0	5,250	0	0
6300 Performing Rights Licence	1,000	1,273	1,000	1,414	0	0	1,000	0	0
6310 Premises Licence	2,500	2,100	2,500	200	0	0	2,500	0	0
6340 Marketing	2,000	1,651	2,000	1,679	0	0	2,000	0	0
6350 Irrecoverable VAT	6,250	6,191	6,250	2,891	0	0	6,250	0	0
6450 Bad Debt Provision	0	1,278	0	321	0	0	0	0	0
7000 Public Works Loan Board	29,605	29,605	0	0	0	0	0	0	0
Overhead Expenditure	196,735	170,800	206,668	235,526	0	0	210,776	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 12)

Note: Annual Budget 2023-24

	2022-23		2023-24			2024-25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
180 Net Income over Expenditure									
9000 plus Transfer from EMR	-99,735	-80,956	-117,643	-135,929	0	0	-106,226	0	0
Movement to/(from) Gen Reserve	<u>(99,735)</u>	<u>(80,956)</u>	<u>(117,643)</u>	<u>(134,205)</u>	<u>0</u>		<u>(106,226)</u>		
182 Car Parks									
4619 Car Parks refurbishment	10,000	9,822	0	155,674	0	0	0	0	0
6080 Maintenance	500	0	500	0	0	0	500	0	0
Overhead Expenditure	<u>10,500</u>	<u>9,822</u>	<u>500</u>	<u>155,674</u>	<u>0</u>	<u>0</u>	<u>500</u>	<u>0</u>	<u>0</u>
9000 plus Transfer from EMR	0	4,943	0	155,674	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>(10,500)</u>	<u>(4,880)</u>	<u>(500)</u>	<u>0</u>	<u>0</u>		<u>(500)</u>		
184 Town Hall Shop Units									
1914 Electricity Recharge	0	1,739	0	1,150	0	0	0	0	0
6005 TH Shop Units Rent	15,850	16,232	16,643	14,783	0	0	18,643	0	0
Total Income	<u>15,850</u>	<u>17,971</u>	<u>16,643</u>	<u>15,934</u>	<u>0</u>	<u>0</u>	<u>18,643</u>	<u>0</u>	<u>0</u>
6100 Light and Heat	0	-2,324	0	0	0	0	0	0	0
6351 Town Hall Units Expenditure	1,500	616	1,500	1,415	0	0	1,500	0	0
Overhead Expenditure	<u>1,500</u>	<u>-1,708</u>	<u>1,500</u>	<u>1,415</u>	<u>0</u>	<u>0</u>	<u>1,500</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>14,350</u>	<u>19,679</u>	<u>15,143</u>	<u>14,518</u>	<u>0</u>		<u>17,143</u>		
190 Outdoor Market									
1905 Outdoor Market Rent	30,000	20,880	33,000	18,440	0	0	36,300	0	0
1906 Christmas Markets Income	5,000	2,655	0	0	0	0	0	0	0

Continued on next page

Sandbach Town Council
Annual Budget - By Committee (Actual YTD Month 12)
Note: Annual Budget 2023-24

12:02

	<u>2022-23</u>		<u>2023-24</u>			<u>2024-25</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1907 Other Market Income	0	250	0	0	0	0	0	0	0
1911 Gazebo Income	2,000	4,368	2,000	5,441	0	0	2,100	0	0
1912 Other income	0	0	0	325	0	0	0	0	0
Total Income	37,000	28,153	35,000	24,206	0	0	38,400	0	0
4111 Subscriptions	0	0	0	192	0	0	0	0	0
6020 Salaries	0	0	36,322	20,197	0	0	38,138	0	0
6021 Employers NIC	2,600	3,047	1,771	1,751	0	0	1,860	0	0
6022 Superannuation	6,800	5,953	4,842	3,131	0	0	5,084	0	0
6023 Casuals wages	44,900	48,247	0	16,762	0	0	0	0	0
6024 Employers Casuals NIC	0	0	0	30	0	0	0	0	0
6070 Training	800	0	800	800	0	0	800	0	0
6080 Maintenance	2,000	654	1,000	333	0	0	1,050	0	0
6090 Health and Safety	450	0	450	42	0	0	450	0	0
6100 Light and Heat	625	410	656	2,139	0	0	656	0	0
6110 Rates and Water	8,250	6,390	8,663	3,178	0	0	8,663	0	0
6120 Repairs	500	0	0	0	0	0	0	0	0
6124 Condition Survey	5,390	0	0	0	0	0	0	0	0
6140 Waste Disposal	5,000	7,735	5,000	5,455	0	0	5,000	0	0
6200 Motor expenses	4,500	2,102	2,500	1,107	0	0	1,500	0	0
6230 Equipment renewals	3,000	1,232	1,500	1,460	0	0	1,500	0	0
6280 Telephone	175	132	184	163	0	0	184	0	0
6290 Advertising	2,500	0	1,500	2,653	0	0	1,500	0	0
6350 Irrecoverable VAT	1,000	858	1,000	931	0	0	1,000	0	0
6352 Christmas Market Expenditure	6,000	10,409	0	0	0	0	0	0	0

Continued on next page

Sandbach Town Council
Annual Budget - By Committee (Actual YTD Month 12)

Note: Annual Budget 2023-24

	2022-23		2023-24			2024-25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Overhead Expenditure									
	94,490	87,169	66,188	60,324	0	0	67,385	0	0
	(57,490)	(59,016)	(31,188)	(36,118)	0	0	(28,985)		
Movement to/(from) Gen Reserve									
191 Indoor Market									
1901 Indoor Market Rent	35,000	43,049	43,500	44,349	0	0	47,850	0	0
1906 Christmas Markets Income	0	1,040	0	0	0	0	0	0	0
1907 Other Market Income	0	200	0	0	0	0	0	0	0
1914 Electricity Recharge	0	860	0	6,416	0	0	1,000	0	0
Total Income	35,000	45,149	43,500	50,765	0	0	48,850	0	0
4111 Subscriptions	0	210	0	366	0	0	0	0	0
6020 Salaries	0	0	19,311	20,524	0	0	20,277	0	0
6021 Employers NIC	1,300	2,876	1,576	1,790	0	0	1,655	0	0
6022 Superannuation	3,800	7,703	4,392	3,613	0	0	4,612	0	0
6023 Casuals wages	16,000	33,166	0	1,152	0	0	0	0	0
6070 Training	260	0	273	273	0	0	273	0	0
6080 Maintenance	800	746	2,000	432	0	0	2,000	0	0
6090 Health and Safety	450	0	450	13	0	0	450	0	0
6100 Light and Heat	7,500	8,914	7,875	14,277	0	0	8,269	0	0
6110 Rates and Water	6,700	8,364	7,035	5,524	0	0	7,387	0	0
6120 Repairs	1,600	2,116	0	0	0	0	0	0	0
6124 Condition Survey	1,400	0	0	0	0	0	0	0	0
6140 Waste Disposal	1,300	1,517	1,300	1,144	0	0	1,300	0	0
6220 Cleaning	500	3,633	525	5,114	0	0	4,525	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 12)

Note: Annual Budget 2023-24

	<u>2022-23</u>		<u>2023-24</u>			<u>2024-25</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
6230 Equipment renewals	1,000	871	1,000	1,000	0	0	1,000	0	0
6280 Telephone	100	66	105	70	0	0	0	0	0
6291 Market Hall Advertising	2,500	1,587	4,000	2,616	0	0	2,000	0	0
6350 Irrecoverable VAT	3,125	5,362	3,125	3,192	0	0	3,125	0	0
6450 Bad Debt Provision	0	508	0	638	0	0	0	0	0
Overhead Expenditure	48,335	77,639	52,967	61,738	0	0	56,873	0	0
Movement to/(from) Gen Reserve	(13,335)	(32,489)	(9,467)	(10,974)	0	0	(8,023)		
195 Ranger (New Code)									
4860 Bought in Ranger provision	0	0	0	0	0	0	25,000	0	0
4880 Green Space Contingency	0	0	0	0	0	0	15,000	0	0
6020 Salaries	0	0	12,709	13,211	0	0	0	0	0
6021 Employers NIC	0	0	338	1,246	0	0	0	0	0
6022 Superannuation	0	0	2,872	0	0	0	0	0	0
6024 Employers Casuals NIC	0	888	0	0	0	0	0	0	0
6025 available to use	0	74	0	0	0	0	0	0	0
6200 Motor expenses	1,000	588	1,000	1,045	0	0	0	0	0
6230 Equipment renewals	6,500	1,339	6,500	1,086	0	0	0	0	0
Overhead Expenditure	7,500	2,889	23,419	16,589	0	0	40,000	0	0
Movement to/(from) Gen Reserve	(7,500)	(2,889)	(23,419)	(16,589)	0	0	(40,000)		
200 Public Conveniences									
6100 Light and Heat	750	542	788	861	0	0	788	0	0
6110 Rates and Water	600	335	630	208	0	0	630	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 12)

Note: Annual Budget 2023-24

	2022-23		2023-24			2024-25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
6120 Repairs	1,000	512	1,000	303	0	0	500	0	0
6140 Waste Disposal	250	0	250	0	0	0	250	0	0
6400 Supplies (Public Conveniences)	1,000	650	1,000	906	0	0	1,000	0	0
6402 Vandalism Repairs	1,500	68	500	14	0	0	500	0	0
6406 Contract Cleaning	16,500	12,316	17,325	13,584	0	0	17,325	0	0
Overhead Expenditure	21,600	14,423	21,493	15,876	0	0	20,993	0	0
Movement to/(from) Gen Reserve	(21,600)	(14,423)	(21,493)	(15,876)	0	0	(20,993)	0	0
Assets & Services Committee - Income	219,350	203,002	219,143	214,886	0	0	245,418	0	0
Expenditure	415,160	382,919	407,710	571,528	0	0	433,002	0	0
Net Income over Expenditure	-195,810	-179,917	-188,567	-356,642	0	0	-187,584	0	0
plus Transfer from EMR	0	4,942	0	157,398	0	0	0	0	0
Movement to/(from) Gen Reserve	(195,810)	(174,974)	(188,567)	(199,244)	0	0	(187,584)	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 12)

Note: Annual Budget 2023-24

	2022-23		2023-24			2024-25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Community & Events Committee									
110 Grants/Discretionary Payments									
4500 Transport Festival	12,000	23,000	18,000	18,000	0	0	18,000	0	0
4503 Hanging Baskets	8,500	11,711	12,500	12,297	0	0	13,125	0	0
4508 Christmas Lights	26,500	26,544	0	0	0	0	0	0	0
4515 Concert Series	3,500	3,500	3,500	3,500	0	0	3,500	0	0
4530 Community Grants	30,000	29,360	30,000	18,190	0	0	31,375	0	0
4550 Foden's Sponsorship	7,500	7,500	7,500	7,500	0	0	7,500	0	0
4551 Town Crier Honorarium	750	750	750	0	0	0	750	0	0
4560 Churchyard Maintenance	1,580	1,660	1,660	1,660	0	0	1,659	0	0
4573 Woodland and Wildlife	2,000	2,000	2,100	1,500	0	0	2,100	0	0
4599 Other Regular Donations	300	0	300	0	0	0	300	0	0
4601 Sandbach Partnership	10,000	0	0	0	0	0	0	0	0
4611 Remembrance Parade	2,000	3,390	3,500	2,890	0	0	3,675	0	0
4640 CCTV Contribution	5,750	5,728	6,038	5,728	0	0	6,339	0	0
4660 Allotments	1,000	1,000	1,000	1,000	0	0	1,000	0	0
Overhead Expenditure	111,380	116,143	86,848	72,266	0	0	89,323	0	0
9000 plus Transfer from EMR	0	14,600	0	3,359	0	0	0	0	0
9001 less Transfer to EMR	0	10,759	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>(111,380)</u>	<u>(112,302)</u>	<u>(86,848)</u>	<u>(68,907)</u>	<u>0</u>	<u>0</u>	<u>(89,323)</u>		
140 Community Events									
1906 Christmas Markets Income	0	0	5,000	4,296	0	0	3,000	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 12)

Note: Annual Budget 2023-24

	2022-23		2023-24			2024-25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1910 Community Events Income	0	1,084	0	201	0	0	5,000	0	0
1912 Other income	0	1,200	0	0	0	0	0	0	0
4801 Ticket Income	0	3,360	0	50	0	0	0	0	0
Total Income	0	5,644	5,000	4,547	0	0	8,000	0	0
4508 Christmas Lights	0	0	29,150	26,182	0	0	30,608	0	0
4820 Community Events	20,500	15,602	24,025	18,493	0	0	24,025	0	0
4841 Jubilee civic costs	0	2,834	0	0	0	0	0	0	0
4844 King's Coronation Costs	0	-1,030	0	10,192	0	0	0	0	0
6352 Christmas Market Expenditure	0	0	9,000	13,724	0	0	12,000	0	0
Overhead Expenditure	20,500	17,406	62,175	68,591	0	0	66,633	0	0
140 Net Income over Expenditure	-20,500	-11,762	-57,175	-64,045	0	0	-58,633	0	0
9000 plus Transfer from EMR	0	0	0	9,157	0	0	0	0	0
9001 less Transfer to EMR	0	12,000	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	(20,500)	(23,762)	(57,175)	(54,887)	0	0	(58,633)	0	0
Community & Events Committee - Income	0	5,644	5,000	4,547	0	0	8,000	0	0
Expenditure	131,880	133,549	149,023	140,857	0	0	155,956	0	0
Net Income over Expenditure	-131,880	-127,905	-144,023	-136,310	0	0	-147,956	0	0
plus Transfer from EMR	0	14,600	0	12,516	0	0	0	0	0
less Transfer to EMR	0	22,759	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	(131,880)	(136,064)	(144,023)	(123,794)	0	0	(147,956)	0	0

Continued on next page

Sandbach Town Council
Annual Budget - By Committee (Actual YTD Month 12)

12:02

Note: Annual Budget 2023-24

	<u>2022-23</u>		<u>2023-24</u>			<u>2024-25</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Total Budget Income	915,060	910,520	956,723	990,683	0	0	1,035,800	0	0
Expenditure	942,520	800,371	972,636	1,054,854	0	0	1,055,800	0	0
Net Income over Expenditure	<u>-27,460</u>	<u>110,149</u>	<u>-15,913</u>	<u>-64,171</u>	<u>0</u>	<u>0</u>	<u>-20,000</u>	<u>0</u>	<u>0</u>
plus Transfer from EMR	0	113,050	0	213,636	0	0	0	0	0
less Transfer to EMR	0	52,259	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>(27,460)</u>	<u>170,941</u>	<u>(15,913)</u>	<u>149,465</u>	<u>0</u>	<u>0</u>	<u>(20,000)</u>	<u>0</u>	<u>0</u>

SANDBACH TOWN COUNCIL
APPLICATION FORM - GRANTS TO VOLUNTARY ORGANISATIONS

Name of Organisation or Group: Age UK Cheshire East

Contact Person: [REDACTED]

Address:

New Horizons Centre

Henderson Street

Macclesfield

Post Code: SK11 6RA

Tel No:

Day: [REDACTED] Eve: N/A

E-mail: [REDACTED]

Please give the purpose of your organisation as described in your constitution.

The objects of the charity are to promote the following purposes for the benefit of the public and/or older people within the area of benefit:

3.1.1 Preventing or relieving the poverty of older people.

3.1.2 Advancing education.

3.1.3 Preventing or relieving sickness, disease or suffering in older people (whether emotional, mental or physical).

3.1.4 Promoting equality and diversity.

3.1.5 Promoting the human rights of older people in accordance with the universal declaration of human rights.

3.1.6 Assisting older people in need by reason of ill-health, social exclusion or other disadvantage; and

3.1.7 Such other charitable purposes for the benefit of older people as the charity trustees from time to time decide; the outcome of this being the promotion of the well-being of older people.

Please enclose a copy of your constitution or rules, showing your aims and objectives.

Is it a Registered Charity? YES If so, please give Charity Number: 1090161

1 **Total cost of your project?** £5,024 Sum requested from STC £2,491

Please attach a breakdown of the estimated costs of your project together with your anticipated source of funds.

2 **A summary of your project:**

This grant is aimed at Project establishment / support and should be considered a standalone sum. Describe your project and what you would do with a grant:

Following the success of our "We Need to Talk About Scams" events in Congleton and Crewe last year, we intend to deliver 3 special scams awareness events - one virtual, and one face-to-face in two towns in Cheshire East – Sandbach and Wilmslow. They will be open to older people (aged 50+) and people who work or volunteer with older people. They will be free of charge.

All the events will take place in our Scams Awareness Week in October 2024. We have approached Sandbach Town Hall as a venue.

6.1a

The project will be led by Age UK Cheshire East, and the events will be organised through the Age UK Cheshire East Scams Awareness & Aftercare Project User Group. This group has representation from Age UK Cheshire East, Cheshire East Council (CEC) Trading Standards, CEC Adult Safeguarding, CEC Communities Team, Cheshire Police Economic Crime Unit, Cheshire Police PCSOs, Lloyds Bank, project volunteers, Cheshire & Merseyside NHS and Community and Voluntary Services Cheshire East.

According to the National Fraud Strategy, 40% of all crime is now fraud related, with 1 in 15 adults being a victim of fraud in the year ending December 2022. In one year in the Cheshire Constabulary area 5,281 people reported being a victim of fraud, costing them over £20 million in total. These workshops are needed to empower older people to keep safe from scams and fraud, so they can keep their money and confidence to live independently for as long as possible. The workshops will be a one-stop-shop to keep safe from fraud.

The event goals are:

- To raise awareness of financial abuse (scams and fraud) with older residents and professionals.
- To share opportunities for older people to keep themselves safe from financial abuse (scams and fraud)
- To share information on support available for victims of fraud.
- To instil a culture of self-help through family and local networks for avoiding scams and fraud.

We will realise these goals through a range of activities, including:

- Short talks from the Crown Prosecution Service, Age UK Cheshire East, Trading Standards, Cheshire Police, Cheshire Police Cyber Protect Officer, local banks.
- Video clips about current phone blocking technology
- Practical activities – scenarios quiz, how to get online, how to bank online, check your password etc.
- Practical help stands at the face-to-face events – Age UK Cheshire East (services for older people), Cheshire East Trading Standards (doorstep crime), Cyber Protect Team (strong passwords), local banks (safe online banking), Neighbourhood Watch, and TrueCall (call blocking technology).
- Information on local support for victims of fraud, including the Age UK Cheshire East Scams Awareness & Aftercare Project.

The sessions will be interactive. Refreshments will be offered, as this often draws a larger audience. We have a target of 60 attendees per event, plus speakers and professionals delivering information (total of approx. 85 per session).

These sessions build on the success of our Scams Awareness Week, which we delivered in October last year. The sessions were very well received with delegate comments including, *“Wow! Wow! Wow! This is one of the most interesting and engaging training sessions that I have been on in a long time! All the speakers were extremely informative, the short presentations were fantastic, and the information was easily accessible.”* and, *“I will be encouraging everyone I know, both professionally and personally, to attend one of these sessions.”*

One delegate, who became a volunteer on our Scams Awareness and Aftercare Project as a result of attending one of the sessions said that he had learnt, *“You don’t have to be a vulnerable person to become a victim of fraud, you just need to be in a vulnerable situation, and that can be any of us.”*

99% of delegates stated that after the sessions they now know more practical ways of how to protect themselves and people they know from scams and fraud. 84% stated that with their new knowledge they feel safer in their local community.

We want older people in Sandbach to benefit in a similar way this year.

Does the grant cover advertising or wages of personnel involved if so how much?

Item	Sandbach proportion	Details
Advertising/marketing/ publicity	£151	Local press advert & advert in local publications
	£75	Poster and flyer design
	£25	Printing costs
Staff time	£1390.72	Organising venues, speakers, marketing, making up information packs, delivery on the day (virtual and face-to-face session), evaluation.

3 **The Council gives priority to applications which meet the following priorities. Please tick the ones which you feel your project meets.**

- Projects which benefit the people of Sandbach.
- Create an Inclusive Society
- Promoting our Environment, Heritage and Culture
- Work towards improving Leisure and Amenities.

How does the project meet these priorities?

- Sandbach residents will be able to spot the signs of financial abuse and know where to get support from.
- Sandbach residents will know more practical ways of how to protect themselves from scams and fraud.
- Sandbach residents will share their knowledge with other residents who could not attend.
- Sandbach residents will feel safer in their local community.
- Professionals and volunteers who support older people in Sandbach will have more knowledge about financial abuse and be able to help people they work with to protect themselves.

4 **Have you raised funds from any other sources for this project? YES/NO**

If yes, please state source and amount.

5 **Are you awaiting the outcome of any other applications for funding, towards this project? YES/NO.** If yes, please state whom you have applied to and the amount of any application.

We have made an application to Wilmslow Town Council to make a contribution of £2,000 (maximum available) towards the face-to-face event in Wilmslow and half the costs of the virtual event. We will be approaching financial institutions near to Wilmslow to make up the shortfall.

6 **Has the Organisation previously applied for a Grant from Sandbach Town Council? NO**

If yes, please give details.

7 The Organisation's accounts for the last three years. *

YEAR	2020/21	2021/22	2022/23
Accounts Balance b/f	251,334	386,783	480,410
Accounts Balance c/f	386,783	480,410	333,319
Income	1,030,307	967,729	913,970
Expenditure	894,858	874,102	1,061,061
Year-end bank balance	372,723	261,011	136,358

- Please enclose a copy of your last available set of accounts.

8 Describe the geographical area in which your Organisation works.

Age UK Cheshire East delivers their services to people aged 50+ in the north and east of the Cheshire East borough. Our Scams Awareness and Aftercare Project spans further, delivering sessions across the whole of the Cheshire East borough. This is thanks to an agreement with our sister organisation – Age UK Cheshire.

9 What proportion of the work takes place in Sandbach?

We have been operating in Sandbach for the past 11 months. A small proportion of our work currently takes place in Sandbach. Our Scams Awareness Team have delivered awareness-raising sessions to Sandbach Inner Wheel, Rotary Club and Dementia Friendly Sandbach. We have raised awareness through information stalls at Sandbach Market Hub and Ashfields Medical Centre.

We have supported two victims of fraud get back on their feet and rejoin their community.

We have targeted Sandbach for these special events in October so we can reach more older residents, especially those who may not belong to organised groups.

If the Organisation were to be successful in securing a grant, to whom should the cheque be made payable?

Name

If payment by BACS is preferred:

Bank Account Name: [REDACTED]

Account Number [REDACTED] Sort Code: [REDACTED]

Could you please indicate if you are able to/ would like to attend the meeting to support your application, and answer any questions the committee may have: YES

Two of the authorised signatories for your bank/building society account need to sign below:

Signed: *[Signature]* Position within the Organisation: Chair, Board of Trustees

Signed: *[Signature]* Position within the Organisation: Trustee

On behalf of: Age UK Cheshire East

Date: 28/03/2024



6.1a

Please note: A condition of any grant award is the return of a completed Grant Feedback form within four weeks of the project/event completion. In signing above and submitting a grant application you are committing to return the feedback form.

Town Clerk, Sandbach Town Council
Sandbach Town Hall, High Street, Sandbach , CW11 1AX

6.1a

Age UK Cheshire East – Scams Awareness Week 2024

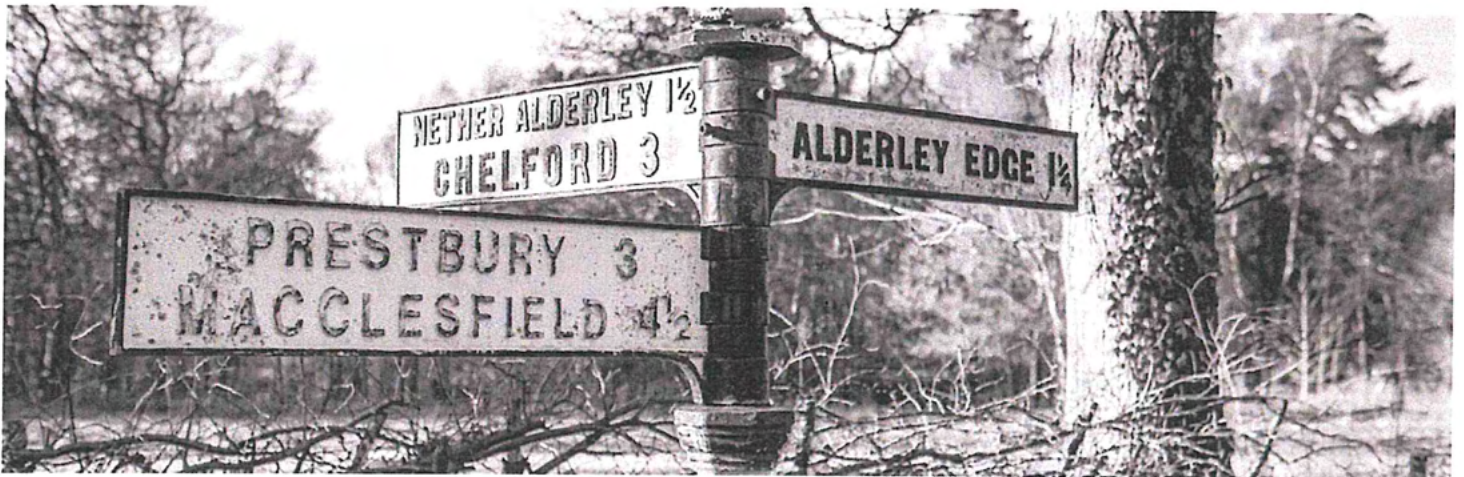
Breakdown of estimated costs

Item	Full Project Total	Sandbach proportion	Details
Premises/facility hire	£422	£211	Hire of Sandbach Town Hal.
Materials	£122.64	£61.32	Information goody bags for each participant
Advertising/marketing/publicity	£302	£151	Local press advert & advert in local publications
	£150	£75	Poster and flyer design
	£50	£25	Printing costs
Workshops/seminars/training	£300	£150	Guest speaker fees
Refreshments	£350	£175	Light refreshments
Staff travel	£99.90	£28.80	Travel from base to venue
Staff time	£2781.43	£1390.72	Organising venues, speakers, marketing, making up information packs, delivery on the day (virtual and face-to-face session), evaluation.
Core costs	£445.71	£222.86	Insurance, heating, lighting etc. of staff time whilst working on project.
Total Cost	5,024	£2490.70	

We have applied to Wilmslow Town Council to source the rest of the project costs to cover delivering a face-to-face session in Wilmslow and half the costs of the virtual session.

Company Number: 4309557

Registered Charity Number: 1090161



AGE CONCERN EAST CHESHIRE

(A Company Limited by Guarantee)

Trading as Age UK Cheshire East

REPORT OF THE TRUSTEES & FINANCIAL STATEMENTS

For the Year Ended 31 MARCH 2023

Contents

Legal and Administrative Information	3
Message from the Chair	4
Message from the CEO	5
Introduction.....	6
Structure, Governance and Management.....	6
Public Benefit	7
Charitable Objects	7
What we do	8
How we performed against Our Strategy 2020 to 2024.....	8
Plans for the Future	13
Going Concern	15
Risk	15
Reserves Policy	16
Investment Policies.....	16
Statement of Trustees Responsibilities and Corporate Governance	18
Statement of disclosure to auditors	19
INDEPENDENT AUDITORS' REPORT	20
STATEMENT OF FINANCIAL ACTIVITIES.....	24
BALANCE SHEET.....	25
CASH FLOW STATEMENT	27
NOTES TO THE FINANCIAL STATEMENTS	28
FOR THE YEAR ENDED 31 March 2023	28

Legal and Administrative Information

Company Number: 4309557

Charity Number: 1090161

Trustees

Jenni Hardy – Chair

Tricia Grierson – Vice Chair

Genevieve Powrie

Rachel Wulf

Andrew Wright – resigned 28 February 2023

Arthur Dicken – resigned 8 September 2022

Angela Wakelin – resigned 22 June 2022

Clare Crowther – appointed 21 March 2023

Sally Dartnell – appointed 27 March 2023

Kirsty Ross – appointed 15 May 2023

David Hughes – appointed 12 May 2023

Senior Leadership Team

Lynne Elliot – Chief Executive

Karen Wilson – Deputy Chief Executive (resigned 6 January 2023)

Liz Lovatt – Finance Manager and Company Secretary

Joanne Fishwick – Services Manager

Estelle Atkins – Administrative Manager (appointed 30 August 2022)

Hazel Salter – Corporate Support Manager (resigned 23 May 2022)

Registered Office

New Horizons Centre

Henderson Street

Macclesfield

Cheshire

SK11 6RA

Auditors

Azets Audit Services - Chartered Accountants and Registered Auditors

Alpha House

4 Greek Street

Stockport

Cheshire

SK3 8AB

Bankers

Yorkshire Bank

34 Princes Street

Stockport, Cheshire

SK1 1RE

Royal Bank of Scotland

56 Chestergate

Macclesfield, Cheshire

SK11 6BU

NatWest

PO Box 65, 2 Chestergate, Macclesfield, Cheshire, SK11 6BA

Message from the Chair

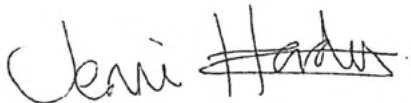
We all wish that every single older person in Cheshire East could enjoy their later life. It is our desire that they stay independent for as long as they want, be safe, be healthy, have fun and feel they have purpose and meaning in their life.

That is what Age UK Cheshire East is working for, that is why we are here.

I am very proud to say, that despite this year being a difficult year for everyone, globally and nationally, with challenging economic and political circumstances, Age UK Cheshire East has worked hard to make sure that we kept our services open and available to those in need. Trustees made the decision to release some reserves to deal with utility bills and rising costs because of inflation as the Board felt passionate that now more than ever, older people needed our support.

Our future plans include selling the office building to release cash so that we can invest in income generation for the future. Demand for our services has risen as people need more help and we are determined to make sure we have a sustainable future so that we can meet the rising need and provide help for all older people in Cheshire East.

On behalf of the Board of trustees, I would like to thank all our staff, volunteers, supporters and donors who have helped us this year and without whom, we could not have achieved so much. I hope that we can all continue to increase our efforts next year so that everyone of our beneficiaries gets the help they need.



Jenni Hardy

Chair

Message from the CEO

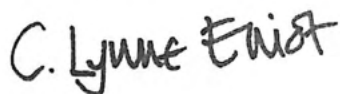
This year we have helped over 7,000 people in Cheshire East. We have had waiting lists for many of our services because so many more people have needed help to cope with the very difficult circumstances this year.

We've helped people keep warm, claim money they are entitled to, sort out their utility bills and get help at home. We've given people and their families information about moving into a care home, helped with blue badges, had a chat every week with people who were lonely and run a day service for people with dementia so they can stimulate their brains and their carers can have a short break. We've provided long term counselling, free will advice, showed people how to stay safe from scams and helped people who have been scammed to recover.

We have helped older people between the ages of 50 and 105 years old and we have supported their families, friends and grandchildren. We have over 90 volunteers, many of them older people who are having fun and giving meaning to their lives through volunteering!

A very big thank you from me to our wonderful staff team, our amazing volunteers and all our grant makers, donors and supporters.

If you would like to help us reach more people next year, please come and volunteer with us and if you can, please donate <https://www.ageuk.org.uk/cheshireeast/get-involved/donate/>



Lynne Elliot

CEO

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

Introduction

The directors and trustees of Age Concern East Cheshire, a Company Limited by Guarantee, present their annual report for the year ended 31 March 2023 under the Companies Act 2006 and the Charities Act 2011, together with the audited financial statements for that year. The financial statements comply with the Companies Act 2006, the Charities Governing Document and the relevant Statement of Recommended Practice (the Charities SORP (FRS 102)).

Reference and Administrative Details

Age Concern East Cheshire is a registered charity (No.1090161) and a company (No. 4309557) limited by membership guarantees. Its registered office is shown on page 3. The trustees (who are also the directors) who served during the year, together with details of external advisers, are noted on page 3. We are known as Age UK Cheshire East.

Structure, Governance and Management

We are an independent registered charity. The charity is governed by its Articles of Association adopted on 19 October 2001, updated 29th November 2012, 8th December 2015 and October 2019. We are also a member of the Age England Association, an association of autonomous registered charities. As part of this association, we are brand partners of Age UK, a national charity. Our area of benefit, in agreement with Age UK and the Age England Association, covers the top, northern, half of the unitary authority boundary of Cheshire East.

The Board of Trustees is responsible for the overall governance of the charity.

Recruitment and training of Trustees

The trustees are responsible for the appointment of new trustees. In practice, the recruitment process is carried out by the Chair and the CEO. New trustees are selected on consideration of eligibility, skills and experience and with the aim of forming a board which is representative of our beneficiaries and the local area and has the necessary range of skills and expertise. New trustees, when appointed, are inducted into the working of the charity by the existing trustees and the Senior Leadership Team.

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023 (Continued)

Public Benefit

In setting plans and priorities for areas of work, the Trustees of Age UK Cheshire East have had regard to the guidance from the Charity Commission on the provision of public benefit and Age UK Cheshire East meets the definition of a public benefit entity under FRS 102. In particular, the Trustees consider how planned activities contribute to meeting its objectives and how Age UK Cheshire East delivers its principal charitable activities – as set out in the Memorandum and Articles of Association – see next section.

This includes campaigning and research; providing information and advice; providing health and wellbeing services, such as dementia day care and help at home; our scams awareness and aftercare project, our befriending service and our counselling services.

Charitable Objects

The object for which the Charity is established is to promote and enhance the quality of life and wellbeing for all members of the public, with particular focus on those aged 50 years and older. This may be undertaken in any manner deemed by law to be charitable, mainly but not exclusively in Cheshire East.

Vision

Our vision is a world in which older people in our area can live the life they want.

Mission

Our mission is to support older people in our area to be healthy, independent and to have purpose and fun.

We include older people in residential care and nursing homes and families, friends and carers of older people in our work.

Our Values

We SUPPORT:

Sustainable & efficient – we will use our limited resources effectively, collaborating with local partners, as & when appropriate

Universal – we are inclusive and will turn no one away

Polite & Welcoming – we treat everyone with respect, dignity & politeness

Person centred – we put you at the heart of everything we do

Outcome focused – we ensure effective outcomes for older people

Realistic – we will be honest in what we can achieve

Targeted – support which empowers others to achieve their goals

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023 (Continued)

What we do

This year we:

- Supported over 7,000 older people across Cheshire East, empowering them to lead more independent lives.
- Supported 1,826 older people through our Information and Advice service so they could make informed choices about their lives.
- Unlocked £488,213.10 in additional benefits for older people in Cheshire East, enabling them to lead more financially independent lives.
- Helped with 13,310 different enquiry issues this year by older people & their families.
- Completed 6867 appointments providing 10,334 hours of support in 250 older people's homes through our Help at Home service.
- Our Scams Awareness project supported over 962 older people and their families to be more aware of scams and provided all important aftercare for victims of scammers. In addition, we also raised awareness to over 6,000 people each month about the current scams and how to avoid being scammed through our e bulletin.
- Kept in touch with 32 isolated older people this year, through our telephone befriending service.
- Our volunteers made over 600 calls to isolated older people.
- Sent 635 activity packs to remote support to 69 carers and people living with dementia through our remote Dementia Club.
- There were 672 attendances to our dementia day service, which provided much needed support and respite for 16 people and their carers
- We supported 22 people with long term counselling through our free counselling service.
- 13 people received support through our new Will Writing Service.

How we performed against Our Strategy 2020 to 2024

Our Strategic plan sets out six key strategic objectives:

Strategic Objective 1 – Provider of quality Information and Advice

The Information and Advice Service is vital in helping older people remain independent, make informed decisions and access the financial support they are entitled to. During the year the service has provided the following support for older people and their families and carers:

Our Information and Advice Service is free to all and is a core service that all Age UK brand partners must deliver. We are very proud this year to have passed the Age UK national externally assessed Information and Advice Quality Programme (IAQP) with flying colours and one of the best scores nationally.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023
(Continued)**

This year we have taken part in a national Age UK programme and have undertaken Warm Homes benefits checks to 127 older people in our area, to help them deal with the cost of living crisis and keep warm.

Demand for the Information and Advice Service has increased this year, as the effects of the cost of living crisis, social care crisis and the NHS backlog are felt.

Strategic Objective 2 – Dementia Support and Awareness

Dementia Day Care Support

This service is for people with mild to moderate dementia. It provides a much-needed short break for carers and company, physical and mental stimulation for people with memory problems. It has been open Monday, Tuesday and Wednesday all year and for part of the time we offered a Friday session as well. We have had difficulties recruiting and keeping staff all year and the NHS backlogs have meant that many older people have not received a diagnosis and therefore tried to access the service until their dementia is more severe and our service no longer suitable for them. For those who attend it provides an oasis of company, laughter and being able to relax and not worry about having dementia. Everyone is in the same boat and many of our service users report that they love to come and see their friends.

Remote Dementia Support

This year was the final year of funding for this service, and we provided 635 activity packs to 69 carers and people living with dementia to help them maintain their cognitive function.

Strategic Objective 3 – Keeping people independent in their homes

Help at Home

Retaining clients has been difficult this year. Several older people using this service went into hospital and could not return home as suitable social care support was not provided, so they moved into residential care. This means that the number of clients we supported, 250, has gone up, but the number of hours of care we provided, 10,334 hours, has gone down. We have also struggled to keep home helps as the cost of living has meant some people had to move to different jobs.

However, despite the practical difficulties, this is one of our services that receives the best feedback in terms of the difference it makes to people staying independent in their own homes and where both older people and home helps report the most “magical moments” - where people enjoy each other’s company and laugh (and sometimes cry) together. We are very privileged to share these moments with the older people we work with.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023
(Continued)**

Scams Awareness and Aftercare Project

Older people are targeted more than any other group by Scammers, who are committing the crime of fraud and who, once they have been successful in stealing money from older people, go back, again and again, to get more. Scams can be online, over the phone, on the doorstep or by letter.

Our project is really important because it raises awareness amongst older people, gives them information about how to protect themselves and enables us to give much needed support to older people who have been a victim of a scam.

This year we delivered awareness sessions to 907 older people, volunteers, or people who support older people who attend community and voluntary groups, and we delivered one to one visits to 93 older people in their own homes and public places, such as banks. We gave information packs to 1000 older people, and we produced a monthly bulletin that goes out to over 5,000 people.

We were able to help victims by giving 54 one-to-one intensive support sessions to those who have been a victim of fraud or had a near miss, helping people to keep their independence and remain living at home.

Part of this work, particularly around awareness raising, is delivered by a team of 7 volunteers who visit groups and individuals, and we would like to thank them for undertaking the training and for their hard work and dedication in helping so many people.

Strategic Objective 4 – Lifestyle support to enable more fulfilled lives

Keep In Touch Telephone Befriending

This service is not currently funded in any way and so the staff and volunteers are running it on top of everything else they do. The fact that we have supported 32 lonely and isolated older people this year, with over 600 calls, is down to Jo, our Services Manager and to our very dedicated and caring volunteers who have made sure that we have kept in touch with people – a very big thank you to those volunteers.

Counselling Service

We expanded our Counselling Service to cope with increased demand, following Covid and then the Russia Ukraine War and the cost of living crisis. Many older people found themselves struggling with mental health problems. We have been able to offer unlimited talking therapy to older people and their carers for free and this has really helped some people. We think demand for this service will stay high throughout the next year as well. We now have three counsellors and have supported 22 people throughout this year.

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023 (Continued)

Wills Service

We opened a free monthly will writing service in October and have supported 13 people to make a will through this service. It can be difficult to talk about plans for death and yet it is very important that older people have the opportunity to plan for their families and carers after they are gone and can have peace of mind about what will happen.

Strategic Objective 5 – A sustainable future for us – financial, people resources and environmental sustainability

Financial Sustainability - Income

Grants and Trusts

We are extremely grateful to have received grants from the following organisations this year:

Garfield Weston
Age UK
Lloyds Banking through Age UK
Police and Crime Commissioner
Macclesfield Town Hall
Cheshire Community Foundation

Donations and Legacies

We are extremely grateful to all the individuals who have kindly made donations to our charity. We have received regular donations, one off donations, legacies, collections from funerals and winter fuel payments from a number of very generous individuals and families and without this income, our work would not be possible.

Shops

We have four retail charity shops in Macclesfield, Knutsford, Alderley Edge and Poynton. They have performed well this year, meeting targets and helping us contribute to environmental sustainability in Cheshire East (see below) and providing vital income to help us meet our core costs and fund our charitable services such as the Information and Advice Service.

Unfortunately, our fifth shop, the Furniture Showroom has not done well this year and after six months of trading at a loss we sadly had to close the showroom. We would like to thank all the staff, volunteers and customers who have contributed to the past success of the showroom. We hope to return to this model of trading in the future.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023
(Continued)**

Charged for Services

We provide two charged for services, Help at Home and Dementia Day Care. Both these services offer vital support that helps older people to retain their independence and continue living in their own homes. We keep costs as low as we can, to make these services as accessible as possible so that we can help the widest number of people possible.

Financial Sustainability - Expenditure

This year, as reported last year, we have had to continue to invest in all our premises, leased and owned, to rectify health and safety issues. The work has been completed this year and we are pleased to report that we now comply with good practice. We still have a programme of work to undertake to get some of our leased premises up to the maintenance standards required by their leases and will have to pay dilapidations on the Furniture Showroom, which we closed and vacated this year.

Our fixed term contracts on utility bills ran out in November of this year, so we have had very high utility costs across our 6 premises. We have alleviated some of this cost by closing the furniture showroom. Next year we will vacate the New Horizon Centre with a saving of approximately £40k per year on running costs.

People Resources

Staffing

This year we have been sad to receive the resignation of our Deputy CEO, who has moved to another charity. We have now removed this role from our staff structure in an effort to save costs because of the current economic climate. We have found it difficult to recruit to some post in dementia services and home helps over the year.

Staff sickness has been much less of an issue this year and we are pleased to report better staff morale as we have worked together to improve our services, undertake training and pass quality standards.

Volunteers

We would like to say a huge "Thank You" to our marvellous volunteers. They play a vital role in delivering many of our services and we could not have the impact we do without our volunteers. Many of them are older people themselves and they have all contributed so many hours and so much care and compassion, skill and experience, with good humour and determination.

We are still desperate to recruit more volunteers for all our services.

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023
(Continued)**

Environmental Sustainability

Our Charity Shops mean that donors and shoppers can recycle and reuse thousands of items of clothing, books, jewellery, bicycles, bric-a-brack and unwanted household items each year for the residents of Cheshire East. This makes a huge environmental contribution to Cheshire East and the surrounding areas.

Within our organisation we have continued to consider environmental aspects of our purchasing, in particular refuse collection and energy supplies. We have made most of our systems paperless and this will continue as we move out of New Horizons Centre next year and go entirely electronic and digital.

Strategic Objective 6 – Campaigning to make later life better

This year we have joined in with Age UK national campaigns on the Cost of living, the state of social care and the pensions level.

We have used some of the Age UK national research to feed into our work with local partners and we have taken part in developing local policy such as Dementia Support, Later Life, Digital Inclusion.

We did not have a Communications Officer for most of the year, so this has made it difficult for us to make use of our social media. We hope to fill this post next year with funding from the sale of the New Horizons Centre.

Plans for the Future

The current global political environment and national economic crisis means it is important that the organisation remains as fleet and flexible as possible in order to be able to respond to change. This means that we have written a one-year strategy and operational plan to cover the 2023 to 2024 financial year with a focus on remaining a going concern, continuing to deliver existing services first and as funds become available, investing in growth. We will review our strategy every three months.

Our aims and objectives for the next year are:

Aim One - To work with older people so they can be independent

Objective:

- To deliver our Information and Advice Service for older people and their families and carers

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023
(Continued)

Aim Two – To support older people to stay safe

Objective:

- To expand our Scams Awareness and Aftercare project across Cheshire

Aim Three – To help older people stay healthy

Objectives:

- To expand our counselling service to meet demand
- To develop and start to deliver classes and activities to help older people look after their physical and mental health
- To expand our Dementia Day Care Service

Aim Four – To empower older people to make a meaningful contribution and have fun

Objective:

- To expand our volunteering programme

Aim Five – To grow a sustainable and learning organisation of excellence

- To ensure the organisation is a going concern for the next 12 months by releasing funds from the building we own and obtaining further funding from grants and trusts
- To maximise income from our shops
- To increase income from fundraising by employing Fundraisers
- To raise awareness of the work we do so we can reach more people by employing a Communications and Marketing Officer
- To improve operational efficiency and effectiveness by improving our CRM, GDPR practises, Cyber security and governance practises

Our longer-term goals are to expand our area of operation and work more closely with Age UK Cheshire, other organisations and to explore Integrated Care Services commissioning opportunities.

REPORT OF THE TRUSTEES
 FOR THE YEAR ENDED 31 MARCH 2023
 (Continued)

Going Concern

See note 1h. on pages 30 & 31.

Risk

Last year the trustees focusing on closely monitoring the following major risks:

- Reduction in income due to cost of living crisis and general economic challenges, for example, donations and legacies could reduce, trust funds may have less income and prioritise other groups such as food banks, grants to individuals in financial hardship etc.
- Lack of diversity of income streams - develop fundraising, consider commissioned contracts.
- Increase in expenditure and operation costs due to cost-of-living crisis and inflation.
- Staffing - national difficulties in attraction and retention, currently being experienced in Help at Home and Day centre services.
- Premises - unplanned expenditure needed to get up to standard.
- Accountability/oversight of Board - health and safety issues at premises.

Throughout the year work has been done to reduce expenditure and operational costs, health and safety (particularly fire risk) has been improved in all premises. Lines of accountability within the staff team and reporting to board have been improved. Plans to sell the New Horizons Centre building and increase investment in income generation have been included in next year's strategy. We have managed to maintain staff levels but recognise this will remain difficult. We took the difficult decision to close our Furniture showroom this year, as it was making a loss. This reduced our income for the year. Our other shops have remained on target, but we recognise this could be a problem next year because although we think there will be increased demand there may be a drop in the quantity and quality of donations and costs remain high.

This year the following major strategic risks have been identified going forward:

- Increased expenditure – due to cost-of-living crisis, inflation, utility costs still high. Monitor closely. Sell building to release cash and enable investment in income generation.
- Lack of diversity of income streams – invest in fundraising, improve operations and policies and procedures so we can bid for commissioned contracts
- Poor performance of shops – invest in advice and develop new strategy for shops, to include improvement of premises.
- Staffing – national recruitment crisis and rising inflation makes retention and recruitment hard. Continuous improvement, strong strategy and demonstrable impact help retain staff and volunteers.
- New trustees bring new skills but onboarding and forming a strong team will take some time.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023
(Continued)

The combination of these particular risks at this time means that the sum of them is more than the parts. This forms a more challenging operating environment than usual.

Operational risks

Our operational risk register is updated every month by the Senior Leadership Team and is shared with the Trustees in advance of each board meeting.

Reserves Policy

The reserves fund represents the unrestricted funds arising from past operating results and from the free reserves of the charitable company. This is intended to protect the charity from the risk of disruption to services at short notice due to lack of funds, ensuring the organisation can continue to operate as normal.

In the opinion of the trustees, as at 31 March 2023 free reserves were 49% of central costs for 12 months (2022 - 93%) which is deemed a prudent level of reserves. It is recognised that the level of reserves required will need to be reviewed in the coming financial year in the light of the current cost of living crisis.

The trustees feel that significant cost savings can be achieved by removing the overhead costs for the New Horizons building. The building is now up for sale and the proceeds will help to boost our reserves and some will be used to invest in fundraising and communications to improve our income generation making us more sustainable in the future.

Investment Policies

Under the Articles of Association, the charity has the power to make any investments which the trustees see fit. The charity has a policy of keeping any surplus funds in short term deposits, which can be accessed readily. All funds are invested at the bank and the trustees consider their return on the investments throughout the year to be satisfactory because of the current need for access to ensure cashflow. It is recognised that this will need to be reviewed for the future year because rising inflation will decrease the value of funds in short term deposits with no interest and the sale of the building should ensure the level of reserves is sufficient to invest some money to get a better return."

AGE CONCERN EAST CHESHIRE
 (Company Limited by Guarantee)
 Company Number: 4309557
 Registered Charity Number: 1090161

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023
 (Continued)

Financial Review

The net deficit for 2023 is £147,091

	2023	2022
Income:		
Restricted	101,279	101,469
Unrestricted	812,691	866,260
Total	<u>913,970</u>	<u>967,729</u>
Expenditure:		
Restricted	102,740	98,504
Unrestricted	937,536	867,161
Total before provision	<u>1,040,276</u>	<u>965,665</u>
Surplus before provision	-126,306	2,064
Add Provision made	-20,785	0
Add Provision released	0	91,563
Net expenditure	<u>-147,091</u>	<u>93,627</u>
Free Reserves before provision	151,929	188,163
Less Provision Included	-20,785	0
Add Provision Released	0	91,563
Total Free Reserves after Provision	<u>131,144</u>	<u>279,726</u>
Restricted Reserves	2,925	4,387
Free Reserves	131,144	280,208
Other Reserves	199,250	195,815
Total Reserves	<u>333,319</u>	<u>480,410</u>

Provision note

The Charity is in dispute with the Landlord of a vacated property regarding the proportion of dilapidations payable by the Charity. A provision has been made in 2023 financial statements of £20,785.

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023 (Continued)

Statement of Trustees Responsibilities and Corporate Governance

The trustees are responsible for their annual report, and the preparation of the financial statements for each financial year which give a true and fair view of the incoming resources and application of those resources to the charity during the year, and of the state of affairs at the end of the financial year.

In preparing these financial statements the trustees are required to:

- ensure that suitable accounting policies are established and applied consistently
- make judgements and estimates which are reasonable and prudent
- observe the methods and principles in the Charities SORP
- state whether the applicable accounting standards and statement of recommended accounting practice have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation

The trustees have overall responsibility for ensuring that the charity has appropriate systems and controls, financial and otherwise. They are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are responsible for safeguarding the assets of the charity and for their proper application as required by charity law, and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:

- the charity is operating efficiently and effectively.
- all assets are safeguarded against unauthorised use or disposition and are properly applied.
- proper records are maintained, and financial information used within the charity, or for publication, is reliable.
- the charity complies with relevant laws and regulations.

Internal controls over all forms of commitment and expenditure continue to be refined to improve efficiency. Processes are in place to ensure that performance is monitored, and that appropriate management information is prepared and reviewed regularly by both the executive management and the Board of Trustees.

The systems of internal control are designed to provide reasonable but not absolute assurance against material misstatement or loss. They include:

- an annual budget approved by the trustees
- regular consideration by the trustees of financial results, variances from budgets, non-financial performance indicators and benchmarking reviews
- delegation of day-to-day management authority and segregation of duties
- identification and management of risks.

AGE CONCERN EAST CHESHIRE
(Company Limited by Guarantee)
Company Number: 4309557
Registered Charity Number: 1090161

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023 (Continued)

Auditors

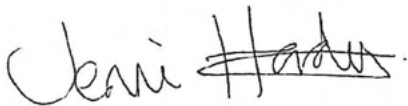
A resolution with the proposal of the appointment of the auditors for the charity will be proposed at the Annual General Meeting.

Statement of disclosure to auditors

As far as the trustees are aware, there is no relevant audit information of which the charity's auditors are unaware. Additionally, the trustees have taken all the necessary steps that they ought to have taken as trustees in order to make themselves aware of all the relevant audit information and to establish that the charity's auditors are aware of that information.

This report has been prepared in accordance with the Accounting and Reporting by Charities Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the FRS 102.

Signed on behalf of the trustees



J Hardy – Chair

Date: 6th September 2023

AGE CONCERN EAST CHESHIRE
(Company Limited by Guarantee)
Company Number: 4309557
Registered Charity Number: 1090161

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF AGE CONCERN EAST CHESHIRE

Opinion

We have audited the financial statements of Age Concern East Cheshire (the 'charity') for the year ended 31st March 2023 which comprise the statement of financial activities, the balance sheet and the notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st March 2023 and its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We concluded our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed; we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue. Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other

AGE CONCERN EAST CHESHIRE
(Company Limited by Guarantee)
Company Number: 4309557
Registered Charity Number: 1090161

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF AGE CONCERN EAST CHESHIRE (Cont)

information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements, or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report the fact.

We have nothing to report to this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF AGE CONCERN EAST CHESHIRE (Cont)

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditors under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Extent to which the audit considered capable of detecting irregularities, including fraud.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above and the Financial Reporting Council's website, to detect material misstatements in respect of irregularities, including fraud.

We obtain and update our understanding of the entity, its activities, its control environment, and likely future developments, including in relation to the legal and regulatory framework applicable and how the entity is complying with that framework. Based on this understanding, we identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. This includes consideration of the risks of acts by the entity that were contrary to applicable laws and regulations, including fraud.

In response to the risk of irregularities and non-compliance with laws and regulations, including fraud, we designed procedures which included:

- Enquiry of management and those charged with governance around actual and potential litigation and claims as well as actual, suspected and alleged fraud
- Reviewing minutes of meetings of those charged with governance
- Assessing the extent of compliance with the laws and regulations considered to have a direct material effect on the financial statements or the operations of the entity through enquiry and inspection
- Reviewing financial statements disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations
- Performing audit work over the risk of management bias and override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the business rationale of significant transactions outside the normal course of business and reviewing accounting estimates for indicators of potential bias.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become

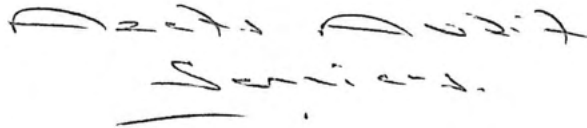
INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF AGE CONCERN EAST CHESHIRE (Cont)

aware of instances of non-compliance. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Jonathan Ward (Senior Statutory Auditor)



For and on behalf Azets Audit Services

Chartered Accountants

Statutory Auditors

Alpha House, 4 Greek Street, Stockport, Cheshire, SK3 8AB

Date: 11 / 9 / 2022 .

Azets Audit Services is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under of section 1212 of the Companies Act 2006.

6.1a

AGE CONCERN EAST CHESHIRE
(Company Limited by Guarantee)
Company Number: 4309557
Registered Charity Number: 1090161

STATEMENT OF FINANCIAL ACTIVITIES

(including Income and Expenditure account) FOR THE YEAR ENDED 31 March 2023

		Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
	Note	£	£	£	£
INCOMING RESOURCES					
Incoming resources from generated funds:					
Voluntary income:					
Donations, legacies and similar income	2(a)	36,670	-	36,670	93,132
Activities for generating funds:					
Trading operations	2(b)	511,377	-	511,377	531,962
Investment income	2(c)	740	-	740	289
Incoming resources from Charitable activities					
Activities to generate funds	2(d)	263,904	101,279	365,183	342,346
Total incoming resources		812,691	101,279	913,970	967,729
RESOURCES EXPENDED					
Cost of generating funds					
Trading operations	3(a)	570,445	-	570,445	502,736
Charitable activities	3(b)	367,091	102,740	469,831	462,929
Total resources expended	4	937,536	102,740	1,040,276	965,665
Net surplus income / (expenditure)		(124,845)	(1,461)	(126,306)	2,064
Provision Included - Dilapidations					
Provision Release - Dilapidations		20,785	-	20,785	-
		-	-	-	91,563
Net after provision		(145,630)	(1,461)	(147,091)	93,627
Balances brought forward					
1 April 2022		476,023	4,387	480,410	386,783
Balances carried forward					
31 March 2023		330,393	2,926	333,319	480,410

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

6.1a

AGE CONCERN EAST CHESHIRE
(Company Limited by Guarantee)
Company Number: 4309557
Registered Charity Number: 1090161

BALANCE SHEET

FOR THE YEAR ENDED 31 March 2023

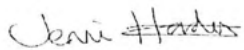
	Note	Charity	
		2023	2022
		£	£
Fixed Assets			
Tangible fixed assets	7	199,250	195,815
Investment in subsidiary		-	-
		<u>199,250</u>	<u>195,815</u>
Current Assets			
Stock		-	220
Debtors	8	88,018	89,292
Cash at bank and in hand		<u>136,358</u>	<u>261,011</u>
		<u>224,376</u>	<u>350,523</u>
Creditors: amounts falling due within one year	9	<u>(90,307)</u>	<u>(65,928)</u>
Net Current Assets		<u>134,069</u>	<u>284,595</u>
Creditors: amounts falling due after more than one year	10	<u>-</u>	<u>-</u>
Net Assets	11	<u>333,319</u>	<u>480,410</u>
Funds			
Restricted funds		2,925	4,387
Unrestricted funds			
General funds –			
Liquid funds		131,144	280,208
Non liquid funds		<u>199,250</u>	<u>195,815</u>
		<u>333,319</u>	<u>480,410</u>

AGE CONCERN EAST CHESHIRE
(Company Limited by Guarantee)
Company Number: 4309557
Registered Charity Number: 1090161

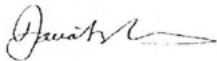
BALANCE SHEET FOR THE YEAR ENDED 31 March 2023 (Cont)

These accounts are prepared in accordance with the provisions applicable to companies subject to the small companies regime within Part 15 of the Companies Act 2006

Approved on behalf of the Trustees:



J Hardy – Chair



David Hughes – Trustee

Date: 11 September 2023

CASH FLOW STATEMENT
 FOR THE YEAR ENDED 31 March 2023

	Note	Charity	
		2023 £	2022 £
Net cash flow from operating activities	13	(115,531)	(112,001)
Cash flow from investing activities			
Payments to acquire tangible fixed assets		(9,862)	-
Disposal of tangible fixed assets		-	-
Interest received		740	289
Net increase/(decrease) in cash and cash equivalents		<u>(124,653)</u>	<u>(111,712)</u>
Cash and cash equivalents at start date 1 April 2022		261,011	372,723
Cash and cash equivalents at 31 March 2023		<u>136,358</u>	<u>261,011</u>
Cash and cash equivalents consists of:			
Cash at bank and in hand		136,358	261,011
Cash and cash equivalents at 31 March 2023		<u>136,358</u>	<u>261,011</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2023

1. **Accounting Policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

Age Concern East Cheshire is a private company limited by guarantee incorporated in England and Wales. The registered office is New Horizons Centre, Henderson Street, Macclesfield, Cheshire SK11 6RA, United Kingdom.

Accounting Convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below

(a) Fund Accounting

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are funds that are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The aim and use of each restricted fund is set out in the notes to the accounts.

(b) Incoming Resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 31 March 2023
 (Continued)

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- For legacies, entitlement is established once the charity has been notified of an impending distribution.
- Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.
- Clothing and other items donated for resale through the charity's shop are included as incoming resources within activities for generating funds when they are sold.
- Investment income is included when receivable.
- Incoming resources from charitable trading activity are accounted for when earned.
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

(c) **Resources expended**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure includes any VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates.

Where central costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of the resources following a high, medium and low usage, with charity shops covering the remaining balance. Breakdown as follows:

	Staff costs	Office costs	Premises costs	Fees & Other costs
Activities to further Charity's objects:	%	%	%	%
New Horizons Club	18	18	18	18
Help at Home	18	18	18	18
Information & Advice	7	7	7	7
Keeping in Touch	5	5	5	5
Scams Awareness Project	5	5	5	5
Activities to generate funds:				
Charity Shops	42	42	42	42
Income Generation	5	5	5	5
	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 31 March 2023
 (Continued)

(d) Depreciation

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost, less estimated residual value, of each asset costing £750 and over, evenly over its expected useful life as follows:

Computer and other equipment	Over 3 to 4 years or life of project
Fixtures and fittings	Over 3 to 4 years or life of project
Buildings	Over 50 years
Leasehold improvements	In line with break clauses
Motor Vehicles	Over 5 years

(e) Stocks

Stocks are valued at the lower of cost and net realisable value. Cost is determined on a "first in, first out" basis and net realisable value is determined on the basis of expected selling price less any further costs expected to be incurred to disposal. Donated goods for sale in the shop are not valued for inclusion in the stock, sale proceeds are accounted for in the year in which the sale occurs.

(f) Pension Contributions

The charity operates a defined contribution pension scheme, the assets of which are held separately from those of the charity in independently administered funds. Contributions payable for the year are charged in the statement of financial activities.

(g) Operating Lease Commitments

Operating leases and payments made under them are charged to the Statement of Financial Activities on a straight line basis over the lease term.

(h) Going Concern

The trustees are satisfied that the organisation is a going concern for the next 12 months.

It has been a difficult financial year and the challenges of inflation, reduced income from shops and competition for grant funding continue into the next financial year. However, the level of budgeted deficit for 2023/24 is less than the free reserves as at 31st March 2023 and the trustees have developed a one year strategy and growth plan which focuses on taking advantage of the opportunities that do present themselves. The trustees feel that significant cost savings can be achieved by removing the overhead costs for the New Horizons building. Staff have moved out of the building and services are now being delivered across Cheshire

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 March 2023 (Continued)

East from community centres and sheltered housing complexes. This has brought a saving approximately £30k per year in overheads and means that services are available to more older people geographically, thus better meeting our charitable objects. The building is now up for sale and the proceeds will help to boost our reserves and some will be used to invest in fundraising and communications to improve our income generation making us more sustainable in the future.

Financial risks, both strategic and operational are regularly reviewed by the board, as is performance. Trustees review progress against the operational plan targets, management accounts, Year End forecast, balance sheet and reserves at every meeting. A weekly cashflow document is produced and there is an overdraft facility available to cover the possibility of difficulties with cashflow.

AGE CONCERN EAST CHESHIRE
 (Company Limited by Guarantee)
 Company Number: 4309557
 Registered Charity Number: 1090161

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 31 March 2023
 (Continued)

2. Incoming resources	Unrestricted Funds	Restricted Funds £	Total 2023 £	Total 2022 £
(a) Voluntary Income:				
Government Grants	-	-	-	11,412
Donations	14,870	-	14,870	17,934
Legacies	1,800	-	1,800	42,612
Trust Funds	20,000	-	20,000	21,174
	<u>36,670</u>	<u>-</u>	<u>36,670</u>	<u>93,132</u>
(b) Trading Operations				
Charity Shops				
- Donated Goods and Rags	482,758	-	482,758	480,604
- Purchased Goods	3,957	-	3,957	2,424
- Gift Aid Income	22,695	-	22,695	18,597
Fundraising Events	1,847	-	1,847	2,408
Sundry Income	120	-	120	27,929
	<u>511,377</u>	<u>-</u>	<u>511,377</u>	<u>531,962</u>
(c) Investment Income				
Bank Interest Received	740	-	740	289
(d) Charitable Activities				
New Horizons Club	36,715	24,625	61,340	13,802
Help at Home	227,189	-	227,189	246,794
Information & Advice	-	8,509	8,509	8,740
Supporting You-Cheshire East Council	-	-	-	-
Scams Awareness Project	-	55,837	55,837	45,250
Activity classes - Art, IT, Craft	-	-	-	15
One You - Cheshire East Council	-	-	-	-
Men in Sheds	-	-	-	13,469
Keeping In Touch	-	12,308	12,308	14,276
Joining Forces - MOD	-	-	-	-
	<u>263,904</u>	<u>101,279</u>	<u>365,183</u>	<u>342,346</u>
Total	<u>812,691</u>	<u>101,279</u>	<u>913,970</u>	<u>967,729</u>

AGE CONCERN EAST CHESHIRE
 (Company Limited by Guarantee)
 Company Number: 4309557
 Registered Charity Number: 1090161

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 31 March 2023
 (Continued)

3. Resources Expended

	Unrestricted Funds	Restricted Funds £	Total 2023 £	Total 2022 £
(a) Trading Operations				
Charity Shops	558,349	-	558,349	495,711
Fundraising and Trust Funds	12,096	-	12,096	7,025
	<u>570,445</u>	<u>-</u>	<u>570,445</u>	<u>502,736</u>
(b) Charitable Activities:				
New Horizons Club	69,067	29,005	98,072	76,828
Help at Home	228,542	-	228,542	231,856
Information & Advice	60,496	8,509	69,005	61,007
Scams Awareness Project	-	52,918	52,918	47,009
Men in Sheds	16	-	16	25,784
Keeping In Touch	8,970	12,308	21,278	20,445
	<u>367,091</u>	<u>102,740</u>	<u>469,831</u>	<u>462,929</u>
Total	<u>937,536</u>	<u>102,740</u>	<u>1,040,276</u>	<u>965,665</u>
(c) Provision Included - Dilapidations	20,785	-	20,785	-
Provision Released - Dilapidations	-	-	-	91,563
Total	<u>958,321</u>	<u>102,740</u>	<u>1,061,061</u>	<u>1,057,228</u>

AGE CONCERN EAST CHESHIRE
 (Company Limited by Guarantee)
 Company Number: 4309557
 Registered Charity Number: 1090161

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 31 March 2023
 (Continued)

4. Allocation of total resources
 expended Charitable
 expenditure:

	Staff Costs £	Other direct Costs £	Other allocated Costs £	Total 2023 £	Total 2022 £
New Horizons Club	72,632	13,629	11,811	98,072	76,828
Help at Home	205,648	11,083	11,811	228,542	231,856
Information & Advice	62,660	1,752	4,593	69,005	61,007
Scams Awareness Project	46,014	3,623	3,281	52,918	47,009
Men in Sheds	-	16	-	16	25,784
Keeping in Touch	18,092	(95)	3,281	21,278	20,445
Costs of generating funds:					
- Charity Shops	308,805	221,986	27,558	558,349	495,711
- Income Generation	9,415	(600)	3,281	12,096	7,025
	<u>723,266</u>	<u>251,394</u>	<u>65,616</u>	<u>1,040,276</u>	<u>965,665</u>

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 31 March 2023
 (Continued)

5. Staff Costs including a one off COL payment in 2023	2023	2022
	£	£
Wages & salaries	628,484	604,924
Social Security costs	38,024	28,070
Pension costs	55,131	53,704
Health insurance costs	1,627	1,645
	<u>723,266</u>	<u>688,343</u>
No employee earned more than £60,000 pa		
Total number of staff:		
	Full Time	9
	Part Time	47
	<u>47</u>	<u>56</u>
Total remuneration for key staff including employers NI	172,417	169,280
The average number of employees (full time equivalent analysed by function) was:		
New Horizons Club	1	1
Help at Home	8	9
Information & Advice	2	2
Scams Awareness Project	1	1
Keeping in Touch	0	2
Charity Shops	9	11
Management & Finance	3	4
	<u>24</u>	<u>30</u>

6. Trustees Remuneration & Related Party Transactions

Trustees' re-imbusement of expenses during the year £Nil (2022 £Nil). No trustee or person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year (2022 £Nil). Trustee Indemnity Insurance £3,872 (2022 £3,056)

AGE CONCERN EAST CHESHIRE
 (Company Limited by Guarantee)
 Company Number: 4309557
 Registered Charity Number: 1090161

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 31 March 2023
 (Continued)

7. Tangible Fixed Assets	Land & Buildings	Computers & other equipment	Fixtures & Fittings	Motor Vehicles	Total
	£	£	£	£	£
Cost:					
At 31 March 2022	260,179	3,351	2,801	-	266,331
Additions	-	-	9,862	-	9,862
Disposals	-	-	-	-	-
At 31 March 2023	<u>260,179</u>	<u>3,351</u>	<u>12,663</u>	-	<u>276,193</u>
Depreciation:					
At 31 March 2022	66,249	1,466	2,801	-	70,516
Charge for the year	3,404	470	2,553	-	6,427
On disposals	-	-	-	-	-
At 31 March 2023	<u>69,653</u>	<u>1,936</u>	<u>5,354</u>	-	<u>76,943</u>
Net book values:					
At 31 March 2023	<u>190,527</u>	<u>1,414</u>	<u>7,309</u>	-	<u>199,250</u>
At 31 March 2022	<u>193,930</u>	<u>1,885</u>	-	-	<u>195,815</u>

	Charity Total 2023	Total 2022
	£	£
8. Debtors		
Trade debtors	23,989	21,045
Prepayments & Accrued Income	57,865	62,024
Other debtors	6,164	6,223
	<u>88,018</u>	<u>89,292</u>
9. Creditors: Amounts falling due within one year		
Other creditors and accruals	55,477	51,336
Provision for Liability claim	20,785	-
Deferred income	14,045	14,592
	<u>90,307</u>	<u>65,928</u>

The Charity is in dispute with the Landlord of a vacated property regarding the proportion of dilapidations payable by the Charity. A provision has been made of £20,785 in 2023 financial statements.

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 31 March 2023
 (Continued)

10. Creditors: amounts falling due after more than one year

-	-
-	-

11. Net Assets

The net assets of the Charity are divided into Free Reserves that are available for the general purposes of the Charity and Non-liquid Reserves that are tied up in fixed assets or are available only for restricted or designated purposes. At 31 March 2023 the liquid (free) reserves of the Charity amounted to £131,144 (2022 £280,208). Other reserves tied up in fixed assets or restricted funds totalled £134,069 (2022 £200,202). An analysis of the net assets between the various funds is set out below.

	Tangible fixed assets £	Net current assets £	Long term liabilities £	Total £
Restricted funds:				
Scams Awareness Project	-	2,925	-	2,925
MCST Therapy Project	-	-	-	-
Other Trust Funds	-	-	-	-
	-	2,925	-	2,925
Unrestricted funds:	199,250	131,144	-	330,394
	199,250	131,144	-	330,394
	199,250	134,069	-	333,319

AGE CONCERN EAST CHESHIRE
 (Company Limited by Guarantee)
 Company Number: 4309557
 Registered Charity Number: 1090161

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 31 March 2023
 (Continued)

12. **Restricted Funds – Charity**

The analysis of the restricted funds is as follows:

	MCST Therapy Project	Scams Awareness Project	Trust Funds Other	Restricted Funds Total
	£	£	£	£
Balance at start of year	4,380	7	-	4,387
Income deferred from 2021/22	-	-	14,592	14,592
Incoming resources	16,330	59,881	24,520	100,731
Income deferred into 2023/24	-	(4,045)	(10,000)	(14,045)
Outgoing resources	(21,073)	(53,957)	(29,112)	(104,142)
Transfer from unrestricted funds from 21/22	-	1,039	-	1,039
Transfer-unrestricted funds	363	-	-	363
Balance at end of year	-	2,925	-	2,925

The MCST therapy and Scams Awareness Project projects run in partnership with Age UK and other local Age UK's.

Age Concern East Cheshire has received resources from Trust Funds during the course of the year. This funding has been utilised during the year and applied to those projects for which the funding was given.

Donor	Project	£
Cheshire East Carers Hub	Remote New Horizons Club	5,996
Age UK - Cost of living	Information & Advice	10,000
Age UK - Warm Homes	Information & Advice	8,509
Anonymous Donation	New Horizons Club	15
		<u>24,520</u>

NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 31 March 2023
 (Continued)

13. Reconciliation of net income to net cash flow from operating activities

	2023	2022
	£	£
Net income for the year	(147,091)	93,627
Interest receivable	(740)	(289)
Depreciation tangible fixed assets	6,427	4,732
(Increase)/decrease in stock	220	207
(Increase)/decrease in debtors	1,274	(7,476)
Increase/(decrease) in creditors	24,379	(202,802)
Net cash flow from operating activities	<u>(115,531)</u>	<u>(112,001)</u>

14. Operating Lease Commitments

Financial commitments under non-cancellable operating leases will result in the following payments falling due in the next financial year.

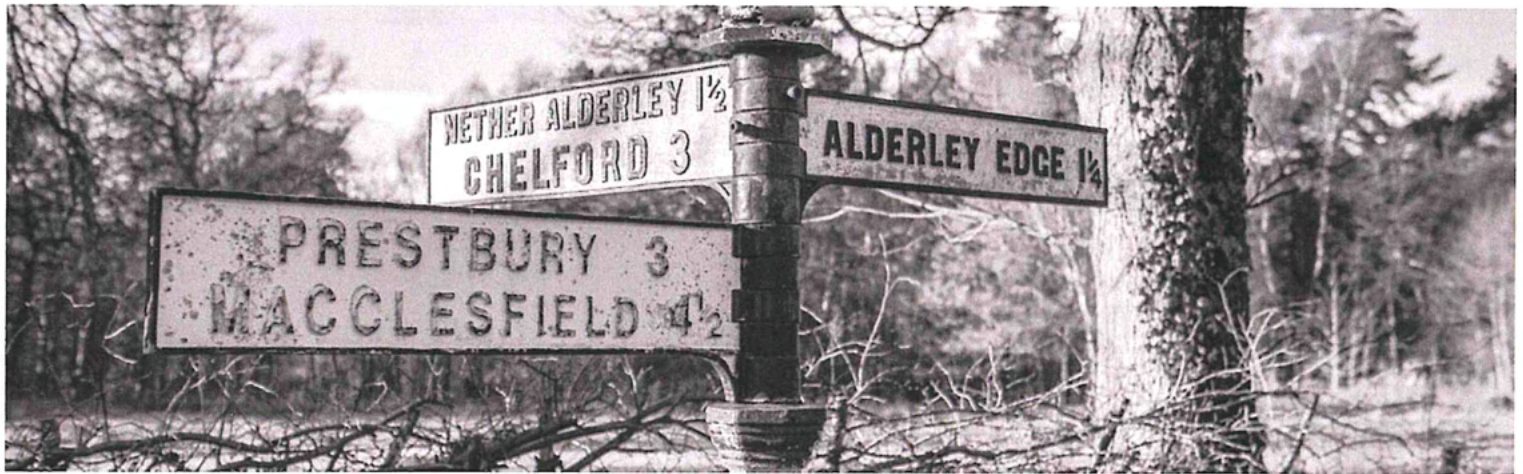
	Land & Buildings	Other	Land & Buildings	Other
	2023	2023	2022	2022
	£	£	£	£
Expiring:				
Within one year	108,863	-	115,727	3,854
Within two to five years	110,990	-	122,352	-
After five years	-	-	-	-
	<u>219,853</u>	<u>-</u>	<u>238,079</u>	<u>3,854</u>

15. Pension Contributions

The charity operates a defined contribution pension scheme the assets of which are held separately from those of the charity in independently administered funds. The pension cost charge for the year was £55,131 (2022 £53,704).

16. Taxation

The charitable company is exempt from corporation tax on its charitable activities.



One Year Strategic Plan 2023 to 2024

One Year Strategic Plan 2023 to 2024

Background

The current global political environment and national economic crisis means it is important that the organisation remains as fleet and flexible as possible in order to be able to respond to change. This means that we have written a one-year strategy and operational plan to cover the 2023 to 2024 financial year with a focus on remaining a going concern, continuing to deliver existing services first and as funds become available, investing in growth. We will review our strategy every three months. We have some longer-term goals, included at the end of this plan, and we hope it will be practical to write a strategy for a longer period for future years.

Vision

Our vision is a world in which older people in our area can live the life they want.

Mission

Our mission is to support older people in our area to be healthy, independent and to have purpose and fun.

We include older people in residential care and nursing homes and families, friends and carers of older people in our work.

Aims

We plan to deliver our mission within the following aims:

1. To work with older people so they can be independent
2. To support older people to stay safe
3. To help older people to stay healthy
4. To empower older people to make a meaningful contribution and have fun
5. To grow a sustainable and learning organisation of excellence

Objectives

We will achieve our aims this year with the following objectives:

Aim One - To work with older people so they can be independent

Objective:

- To deliver our Information and Advice Service for older people and their families and carers

Aim Two – To support older people to stay safe

Objective:

- To expand our Scams Awareness and Aftercare project across Cheshire

Aim Three – To help older people stay healthy

Objectives:

- To expand our counselling service to meet demand
- To develop and start to deliver classes and activities to help older people look after their physical and mental health
- To expand our Dementia Day Care Service

Aim Four – To empower older people to make a meaningful contribution and have fun

Objective:

- To expand our volunteering programme

Aim Five – To grow a sustainable and learning organisation of excellence

- To ensure the organisation is a going concern for the next 12 months by releasing funds from the building we own and obtaining further funding from grants and trusts
- To maximise income from our shops
- To increase income from fundraising by employing Fundraisers
- To raise awareness of the work we do so we can reach more people by employing a Communications and Marketing Officer
- To improve operational efficiency and effectiveness by improving our CRM, GDPR practises, Cyber security and governance practises

Longer Term Goals

Expand our area of operation and work more closely with Age UK Cheshire, other organisations and to explore Integrated Care Services commissioning opportunities.

6.1a

Agreed by Board of Trustees February 2023

We are very grateful to all the individual donors and sponsors who make our work possible and to the following trusts, foundations, organisations and businesses who have given us funding and support:



BLANK
PAGE

SANDBACH TOWN COUNCIL
APPLICATION FORM - GRANTS TO VOLUNTARY ORGANISATIONS

Name of Organisation or Group:

Sandbach United Football Club CIO

Contact Person: [REDACTED]

Address:

6 Troon Close, Holmes Chapel, Cheshire

.....

..... Post Code CW4 7HS

Tel No:

Day [REDACTED] Eve

E-mail:

[REDACTED]

Please give the purpose of your organisation as described in your constitution.

For the public benefit, the advancement of amateur sport, namely all aspects of football to promote physical and mental health and wellbeing by involving exertion, mental skill and social interaction in the town of Sandbach and surrounding neighbourhoods to all members of the community regardless of their age, gender, race, religion, ability and any other characteristics by the provision of a sports venue and facility and associated activities.

Please enclose a copy of your constitution or rules, showing your aims and objectives.

Is it a Registered Charity? **YES** If so, please give Charity Number **1197338**

1 **Total cost of your project?** £1260.00 Sum requested from STC £1260.00

Please attach a breakdown of the estimated costs of your project together with your anticipated source of funds. **SEE BELOW**

2 **A summary of your project:**

This grant is aimed at Project establishment / support and should be considered a standalone sum. Describe your project and what you would do with a grant:

As a club we want to develop our **Pan Disability Football Program**. Currently this is very popular with increasing demand. It is transformative for participants but hampered by a shortage of appropriately trained staff and volunteers.

As a club we have developed many social and inclusivity elements to our work, but pressure is building within the club to fund pitch repair and physical site development which is a pull on resources as you can imagine. As a participation sport we expect members to fund their own participation and qualification training. Third party funding helps us bypass this internal principle and make one-off opportunities to members to develop, especially important where funding their own development is the obstacle for them.

6.1b

We hope council can help by giving coaching opportunities to our youngsters who help with the disability groups and girls coaching sessions.

Specifically with the following three courses:

- Safeguarding Children - £30
- Introduction to First Aid in Football - £30
- Introduction to Coaching Football - £100

We would like to provide five training opportunities at £160 each, total cost of £800.

Additionally, we play some of our pan disability games with qualified referees. This is well received and gives players a real sense of parity with able bodied players.

Qualified referees are in short supply even though the club fund the courses. Female referees are in even fewer numbers; so we would like to address this by funding official female referee kits for five people who find the cost of the kit prohibitive.

The kits cost £92 each, a total of £460.

So in total we are asking for an investment of £1260 which will benefit our pan disability and ladies game for years to come and make a valuable difference to those become qualified through this investment. This will have a positive impact on the players they will work with and will give more people the opportunity to participate.

Does the grant cover advertising or wages of personnel involved if so how much? No

3 The Council gives priority to applications which meet the following priorities. Please tick the ones which you feel your project meets.

- Projects which benefit the people of Sandbach.
- Create an Inclusive Society
- Promoting our Environment, Heritage and Culture
- Work towards improving Leisure and Amenities.

How does the project meet these priorities?

The grant supports pan disability and female football by increasing the number of qualified staff to support this and protects its current provisions staffing.

4 Have you raised funds from any other sources for this project? NO The club currently supports provision at current levels but can't afford expansion of the program

5 Are you awaiting the outcome of any other applications for funding, towards this project? NO If yes, please state whom you have applied to and the amount of any application.

6 Has the Organisation previously applied for a Grant from Sandbach Town Council? NO
If yes, please give details

7 The Organisation's accounts for the last three years. *

YEAR	2020	2021	2022
Accounts Balance b/f	£30K	£30K	£36K

Accounts Balance c/f	£30K	£36K	-£36K
Income	£298K	£276K	£374K
Expenditure	£268K	£240K	£410K
Year-end bank balance	£134K	£186K	£186K

- Please enclose a copy of your last available set of accounts. Attached

8 Describe the geographical area in which your Organisation works. Predominantly Sandbach, but also surrounding areas such as Middlewich, Holmes Chapel, Northwich, Crewe, Alsager.

9 What proportion of the work takes place in Sandbach? 100%

If the Organisation were to be successful in securing a grant, to whom should the cheque be made payable?

Name Sandbach United Football Club CIO

If payment by BACS is preferred:

Bank Account Name [REDACTED]

Account Number [REDACTED] Sort Code [REDACTED]

Could you please indicate if you are able to/ would like to attend the meeting to support your application, and answer any questions the committee may have: YES

Two of the authorised signatories for your bank/building society account need to sign below:

Signed: [REDACTED] Position within the Organisation: Chairman

Signed: [REDACTED] Position within the Organisation: Treasurer

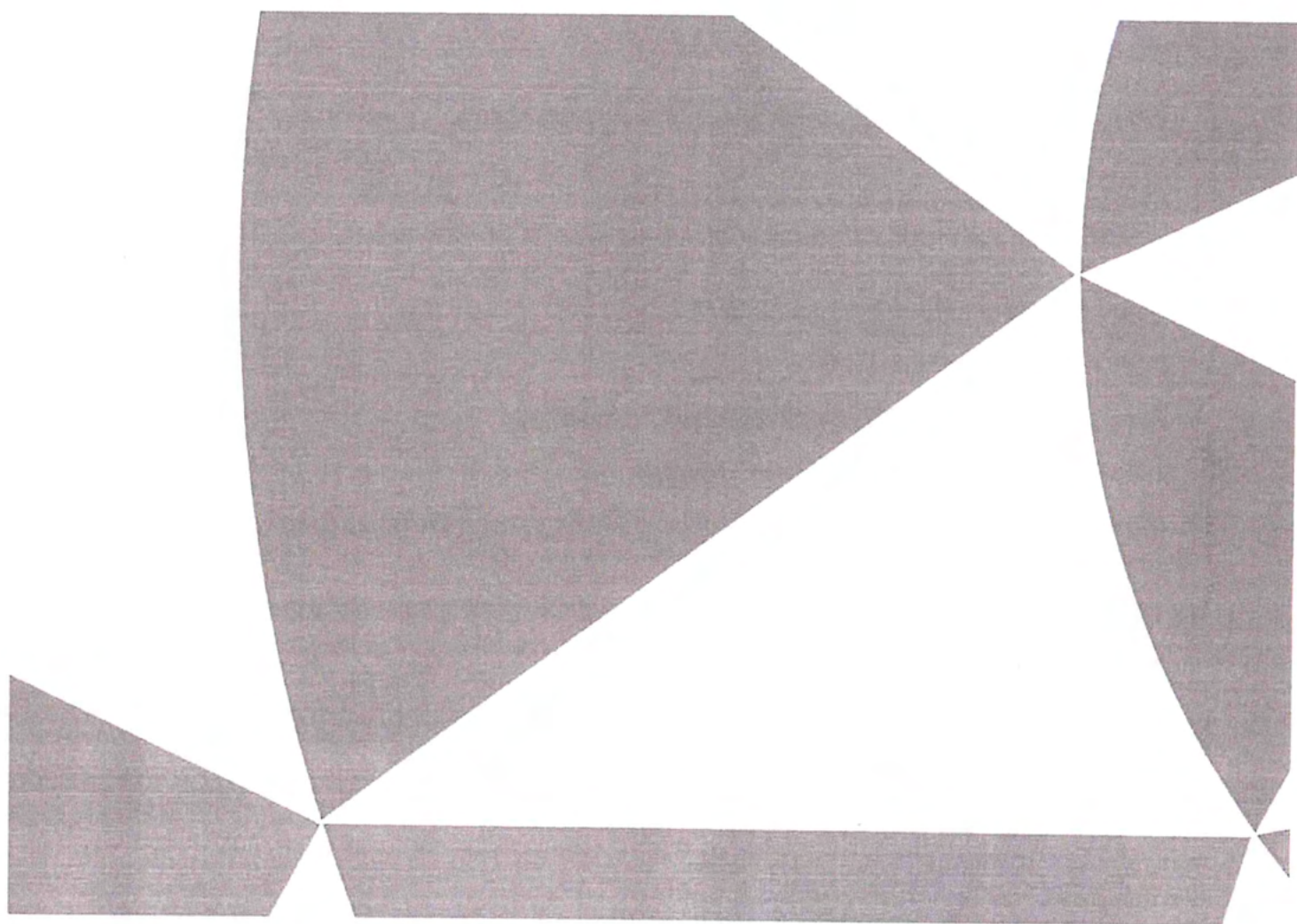
On behalf of Sandbach United FC. Date: 25-2-2024

Please note: A condition of any grant award is the return of a completed Grant Feedback form within four weeks of the project/event completion. In signing above and submitting a grant application you are committing to return the feedback form.

Town Clerk, Sandbach Town Council
Sandbach Town Hall, High Street, Sandbach , CW11 1AX

Accounts

Strictly Private & Confidential



Sandbach United Football Club
Annual Report And Financial Statements
Year Ended 30 June 2022



SANDBACH UNITED FOOTBALL CLUB

CONTENTS

	Page
Committee report	1 - 2
Independent auditor's report	3 - 6
Income statement	7
Statement of financial position	8
Notes to the financial statements	9 - 13
Detailed income and expenditure account	14 - 15

SANDBACH UNITED FOOTBALL CLUB

COMMITTEE REPORT

FOR THE YEAR ENDED 30 JUNE 2022

The committee present their annual report and financial statements for the year ended 30 June 2022.

Principal activities

The principal activity of the club continued to be that of a football club and associated facilities.

Committee

Current executive trustees

Peter Colclough: Chairman and Trustee

Ian Dolman: Treasurer and Trustee

Oliver Byron: Football development officer

Dani Taylor: Head of Girls football

Janine Byron: Welfare officer

Jarrold Bowyer: Secretary and Trustee (appointed October 2021)

Chris Hall: Commercial Manager & facilities Manager

Liz Clarke: Diversity and inclusion officer

Andrew Timms: First Team representative

Trustees' statement

The club is now a CIO (Charitable Incorporated Organisation) with three Trustees nominated, the Chairman, Secretary and the Treasurer.

A tough year on the Operating profit reporting a loss of £36K from sales of £376K a record. Main factors are VAT arrears accrued from 2019 along with all teams receiving new kit during the season totalling £38K and high salaries with poor margins from the Bar and Kitchen.

The balance sheet impact on cash was down by £35K to capital reserves of £149K. The £100K sink fund could not be retained during the year.

The club continues to grow now over 50 teams and 900 members and increase of 10% from the previous year and we have waiting lists at every age group which adds pressure to continue to grow the club inline with the surrounding area development. Over 200 Girls and Women's players now make up more 20% of the membership and continues to grow from the success of the national team.

The club continues to respect its grant conditions and provide community Football outside of Sandbach United FC to many other teams and organisations that cover disabilities and age related sport.

The club has developed a 3 year strategic plan which includes an additional all weather pitch and expanded car parking facilities. We are also looking at ways to increase operating profit and not accommodate our VAT commitments which is a 7% margin impact to our bar sales

Auditor

The auditor, WR Partners, is deemed to be reappointed.

SANDBACH UNITED FOOTBALL CLUB**COMMITTEE REPORT*****FOR THE YEAR ENDED 30 JUNE 2022***

Statement of Trustees' responsibilities

The trustees are responsible for preparing the annual report and the financial statements in accordance with applicable law and regulations.

The trustees are required to prepare financial statements for each financial year. The trustees elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The trustees must not approve the financial statements unless trustees are satisfied that they give a true and fair view of the state of affairs of the club and of the profit or loss of the club for that period. In preparing these financial statements, the trustees are required to:


- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the club will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the club's transactions and disclose with reasonable accuracy at any time the financial position of the club. They are also responsible for safeguarding the assets of the club and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Statement of disclosure to auditor

So far as each person who was a committee member at the date of approving this report is aware, there is no relevant audit information of which the club's auditor is unaware. Additionally, the committee members individually have taken all the necessary steps that they ought to have taken as committee members in order to make themselves aware of all relevant audit information and to establish that the club's auditor is aware of that information.

On behalf of the committee

**Treasurer**

31 March 2023

SANDBACH UNITED FOOTBALL CLUB**INDEPENDENT AUDITOR'S REPORT****TO THE MEMBERS OF SANDBACH UNITED FOOTBALL CLUB**

Qualified opinion

We have audited the financial statements of Sandbach United Football Club (the 'club') for the year ended 30 June 2022 which comprise the income statement, the statement of financial position and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion, except for the effects of the matter described in the Basis for Qualified Opinion paragraph, the financial statements:

- give a true and fair view of the state of the company's affairs as at 30 June 2022 and of its loss for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for qualified opinion

On our review of the systems in place for recording the cash takings, the system in place did not allow for the recorded cash takings to be referenced against a core record of cash sales made. We were therefore unable to verify the completeness and accuracy of the cash takings recorded in the financial statements.

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the club in accordance with the ethical requirements that are relevant to our audit of the club in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the directors' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

SANDBACH UNITED FOOTBALL CLUB**INDEPENDENT AUDITOR'S REPORT (CONTINUED)****TO THE MEMBERS OF SANDBACH UNITED FOOTBALL CLUB**

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

As described in the basis for qualified opinion section of our report we were unable to satisfy ourselves of the completeness and accuracy of the cash takings in these financial statements. We have concluded that where the other information refers to the cash takings it may be materially mis-stated for the same reason.

Opinions on other matters

Except for the possible effects of the matter described in the basis for qualified opinion section of our report, in our opinion, based on the work undertaken in the course of our audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

Except for the matter described in the basis for qualified opinion section of our report, in the light of the knowledge and understanding of the club and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

Arising solely from the limitation on the scope of our work relating to cash takings, referred to above:

- we have not obtained all the information and explanations that we considered necessary for the purpose of our audit; and
- we were unable to determine whether adequate accounting records have been kept.

We have nothing to report in respect of the following matters to report to you if, in our opinion:

- returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns.

SANDBACH UNITED FOOTBALL CLUB**INDEPENDENT AUDITOR'S REPORT (CONTINUED)****TO THE MEMBERS OF SANDBACH UNITED FOOTBALL CLUB**

Responsibilities of directors

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the club's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the club or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

The audit team obtained an understanding of the legal and regulatory frameworks that are applicable to the Club and determined that the most significant are those that relate to the reporting framework (UK GAAP), the relevant tax compliance regulations, employment law, Health and Safety Regulations and the UK General Data Protection Regulation (GDPR).

We understood how the Club is complying with these frameworks by making enquiries of management and those responsible for legal and compliance procedures.

We assessed the susceptibility of the Club's financial statements to material misstatement, including how fraud might occur by meeting with key management to understand where they considered there may be susceptibility to fraud. Based on our understanding our procedures involved enquiries of management and those charged with governance, manual journal entry testing, cashbook reviews for large and unusual items and the challenge of significant accounting estimates used in preparing the financial statements.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

SANDBACH UNITED FOOTBALL CLUB

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE MEMBERS OF SANDBACH UNITED FOOTBALL CLUB

Use of our report

This report is made solely to the company's members, as a body. Our audit work has been undertaken so that we might state to the club's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the club and the club's members, as a body, for our audit work, for this report, or for the opinions we have formed.



Fran Johnson BSc BFP FCA (Senior Statutory Auditor)
For and on behalf of WR Partners

Date: 31.3.23

Chartered Accountants
Statutory Auditor

Drake House
Gadbrook Park
Northwich
Cheshire
CW9 7RA

SANDBACH UNITED FOOTBALL CLUB

INCOME STATEMENT

FOR THE YEAR ENDED 30 JUNE 2022

	2022 £	2021 £
Turnover	374,277	276,573
Cost of sales	(188,286)	(118,287)
Gross profit	185,991	158,286
Administrative expenses	(228,335)	(212,528)
Other operating income	11,238	96,602
Operating (loss)/profit	(31,106)	42,360
Interest receivable and similar income	26	44
Interest payable and similar expenses	(5,540)	(3,249)
(Loss)/profit before taxation	(36,620)	39,155
Tax on (loss)/profit	-	-
(Loss)/profit for the financial year	(36,620)	39,155

The income statement has been prepared on the basis that all operations are continuing operations.

SANDBACH UNITED FOOTBALL CLUB

STATEMENT OF FINANCIAL POSITION

AS AT 30 JUNE 2022

	Notes	2022		2021	
		£	£	£	£
Fixed assets					
Tangible assets	2		63,650		72,388
Current assets					
Stocks		4,452		2,553	
Debtors	3	33,177		2,451	
Cash at bank and in hand		149,256		183,036	
		<u>186,885</u>		<u>188,040</u>	
Creditors: amounts falling due within one year	4	<u>(92,452)</u>		<u>(65,725)</u>	
Net current assets			<u>94,433</u>		<u>122,315</u>
Total assets less current liabilities			<u><u>158,083</u></u>		<u><u>194,703</u></u>
Capital and reserves					
Profit and loss reserves			<u><u>158,083</u></u>		<u><u>194,703</u></u>

The financial statements were approved by the committee and authorised for issue on 31 March 2023 and are signed on its behalf by:

[REDACTED]

Treasurer

SANDBACH UNITED FOOTBALL CLUB**NOTES TO THE FINANCIAL STATEMENTS****FOR THE YEAR ENDED 30 JUNE 2022**

1 Accounting policies**Company information**

Sandbach United Football Club is an unincorporated club. The registered office is Hind Heath Road, Sandbach, Cheshire, UK, CW11 3LZ.

1.1 Accounting convention

These financial statements have been prepared in accordance with UK accounting standards.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Turnover

Income is included on the profit and loss account when the club is legally entitled to the income and the amount can be quantified with reasonable accuracy. Where the club represents both the Football club and the community facilities, internal charges for the hire of facilities made between these separate branches are excluded from income.

Revenue from the sale of goods is recognised when the significant risks and rewards of ownership of the goods have passed to the buyer (usually on dispatch of the goods), the amount of revenue can be measured reliably, it is probable that the economic benefits associated with the transaction will flow to the entity and the costs incurred or to be incurred in respect of the transaction can be measured reliably.

Revenue from contracts for the provision of services is recognised by reference to the stage of completion when the stage of completion, costs incurred and costs to complete can be estimated reliably.

1.3 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Kit and equipment	33% on cost
-------------------	-------------

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is credited or charged to profit or loss.

SANDBACH UNITED FOOTBALL CLUB**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 30 JUNE 2022**

1 Accounting policies**(Continued)****1.4 Impairment of fixed assets**

At each reporting period end date, the club reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

Recoverable amount is the higher of fair value less costs to sell and value in use.

Recognised impairment losses are reversed if, and only if, the reasons for the impairment loss have ceased to apply.

1.5 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell.

At each reporting date, an assessment is made for impairment. Any excess of the carrying amount of stocks over its estimated selling price less costs to complete and sell is recognised as an impairment loss in profit or loss. Reversals of impairment losses are also recognised in profit or loss.

1.6 Cash and cash equivalents

Cash at bank and in hand are basic financial assets and include cash in hand and deposits held at call with banks.

1.7 Financial instruments

Financial instruments are recognised in the club's statement of financial position when the club becomes party to the contractual provisions of the instrument.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs.

Classification of financial liabilities

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into.

Basic financial liabilities

Basic financial liabilities, including creditors, are initially recognised at transaction price.

1.8 Equity instruments

Equity instruments issued by the company are recorded at the proceeds received, net of transaction costs. Dividends payable on equity instruments are recognised as liabilities once they are no longer at the discretion of the company.

SANDBACH UNITED FOOTBALL CLUB**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 30 JUNE 2022**

1 Accounting policies**(Continued)****1.9 Employee benefits**

The costs of short-term employee benefits are recognised as a liability and an expense.

1.10 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.11 Government grants

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

1.12 Foreign exchange

Transactions in currencies other than pounds sterling are recorded at the rates of exchange prevailing at the dates of the transactions. At each reporting end date, monetary assets and liabilities that are denominated in foreign currencies are retranslated at the rates prevailing on the reporting end date. Gains and losses arising on translation in the period are included in profit or loss.

SANDBACH UNITED FOOTBALL CLUB

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

2 Tangible fixed assets

	Kit and equipment £
Cost	
At 1 July 2021	238,881
Additions	29,831
Disposals	(433)
At 30 June 2022	<u>268,279</u>
Depreciation and impairment	
At 1 July 2021	166,493
Depreciation charged in the year	38,148
Eliminated in respect of disposals	(12)
At 30 June 2022	<u>204,629</u>
Carrying amount	
At 30 June 2022	<u>63,650</u>
At 30 June 2021	<u>72,388</u>

3 Debtors

	2022 £	2021 £
Amounts falling due within one year:		
Trade debtors	15,020	1,017
Other debtors	18,157	1,434
	<u>33,177</u>	<u>2,451</u>

SANDBACH UNITED FOOTBALL CLUB

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

4 Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors	3,440	1,842
Taxation and social security	42,734	-
Other creditors	46,278	63,883
	<u>92,452</u>	<u>65,725</u>

5 Related party transactions

Transactions with related parties

During the year the company entered into the following transactions with related parties:

Name of related party	Nature of relationship	Income		Payments	
Key management personnel	Treasurer	2022	2021	2022	2021
	Description of transaction	£	£	£	£
Key management personnel	Treasurer administration	-	-	3,000	2,000
		<u>-</u>	<u>-</u>	<u>3,000</u>	<u>2,000</u>

SANDBACH UNITED FOOTBALL CLUB

DETAILED TRADING AND PROFIT AND LOSS ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2022

		2022		2021
	£	£	£	£
Turnover				
Sales		189,104		121,332
Membership and subscriptions		134,628		117,469
Sponsorship		34,859		22,344
Match, training and soccer school		15,686		15,428
		<u>374,277</u>		<u>276,573</u>
Cost of sales				
Opening stock	2,553		975	
Purchases	115,752		87,568	
Direct costs	74,433		32,297	
Closing stock	(4,452)		(2,553)	
		<u>(188,286)</u>		<u>(118,287)</u>
Gross profit		185,991		158,286
Other operating income				
Government grants receivable and released	-		21,731	
Sundry income	5,445		26,096	
Age group funds	5,793		(3,689)	
Fundraising	-		52,464	
		<u>11,238</u>		<u>96,602</u>

SANDBACH UNITED FOOTBALL CLUB

DETAILED TRADING AND PROFIT AND LOSS ACCOUNT (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2022

		2022		2021
	£	£	£	£
Administrative expenses				
Wages and salaries	126,566		103,958	
Social security costs	16,989		-	
Courses	-		105	
Pensions	4,694		-	
Rates and water	1,832		573	
Waste management and cleaning	15,773		8,138	
Light and heat	(21,947)		33,687	
Insurance	3,810		3,556	
Repairs and Renewals	10,058		7,118	
Travel and subsistence	2,236		1,798	
Legal and professional fees	-		976	
Accountancy	7,555		5,804	
Audit fees	4,250		5,520	
Credit card charges	1,990		1,374	
Postage and stationery	5,802		3,744	
Telephone	8,661		2,919	
Sundry expenses	20,896		9,140	
First team	(18,966)		4,431	
Depreciation	38,148		22,187	
Profit or loss on sale of tangible assets	(12)		(2,500)	
		(228,335)		(212,528)
Operating (loss)/profit		(31,106)		42,360
Interest receivable and similar income				
Interest received	26		44	
		26		44
Interest payable and similar expenses				
Bank charges	5,540		2,961	
Hire purchase interest	-		288	
		(5,540)		(3,249)
(Loss)/profit before taxation		(36,620)		39,155

SANDBACH UNITED FOOTBALL CLUB CHARITABLE INCORPORATED ORGANISATION

Constitution of a Charitable Incorporated Organisation with voting members other than its charity trustees

'Association' model constitution

Date of constitution (last amended): 29 September 2021

1. Name

The name of the Charitable Incorporated Organisation ("the CIO") is Sandbach United Football Club CIO

2. National location of principal office

The CIO must have a principal office in England or Wales. The principal office of the CIO is in England.

3. Object[s]

The objects of the CIO are:

For the public benefit, the advancement of amateur sport, namely all aspects of football to promote physical and mental health and wellbeing by involving exertion, mental skill and social interaction in the town of Sandbach and surrounding neighbourhoods to all members of the community regardless of their age, gender, race, religion, ability and any other characteristics by the provision of a sports venue and facility and associated activities.

In furtherance of these objects but not otherwise, the trustees shall have power:

To secure the continued development of a football club and facility to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a centre for activities promoted by the charity in furtherance of the above object.

Nothing in this constitution shall authorise an application of the property of the CIO for the purposes which are not charitable in accordance with [section 7 of the Charities and Trustee Investment (Scotland) Act 2005] and [section 2 of the Charities Act (Northern Ireland) 2008]

4. Powers

The CIO has power to do anything which is calculated to further its object[s] or is conducive or incidental to doing so. In particular, the CIO's powers include power to:

- (1) Borrow money and to charge the whole or any part of the property as security for the repayment of the money borrowed. The CIO must comply as appropriate with sections 124 and 125 of the Charities Act 2011, if it wishes to mortgage land;
- (2) Buy, take on lease or in exchange, hire or otherwise acquire any property and to maintain and equip it for use;
- (3) Sell, lease or otherwise dispose of all or any part of the property belonging to the CIO. In exercising this power, the CIO must comply as appropriate with sections 117 and 119-123 or the Charities Act 2011;

- (4) Employ and remunerate such staff as are necessary for carrying out the work of the CIO. The CIO may employ or remunerate a charity trustee only to the extent that it is permitted to do so by clause 6 (Benefits and payments to charity trustees and connected persons) and provided it complies with the conditions of those clauses;
- (5) Deposit or invest funds, employ a professional fund-manager, and arrange for the investments or other property of the CIO to be held in the name of a nominee, in the same manner and subject to the same conditions as the trustees of a trust are permitted to do by the Trustee Act 2000.

5. Applications of income and property

(1) The income and property of the CIO must be applied solely towards the promotion of the objects.

(a) A charity trustee is entitled to be reimbursed from the property of the CIO or may pay out of such property reasonable expenses properly incurred by him or her when acting on behalf of the CIO.

(b) A charity trustee may benefit from trustee indemnity insurance cover purchased at the CIO's expense in accordance with, and subject to the conditions in, section 189 of the Charities Act 2011.

(2) None of the income or property of the CIO may be paid or transferred directly or indirectly by way of dividend, bonus or otherwise by way of profit to any member of the CIO. This does not prevent a member who is not also a charity trustee receiving:

(a) A benefit from the CIO as a beneficiary of the CIO;

(b) Reasonable and proper remuneration for any goods or services supplied by the CIO.

(3) Nothing in this clause shall prevent a charity trustee or connected person receiving any benefit or payment which is authorised by Clause 6.

6. Benefits and payments to charity trustees and connected persons

(1) General provisions

No charity trustee or connected person may:

- (a) Buy or receive any goods or services from the CIO on terms preferential to those applicable to members of the public;
- (b) Sell goods, services, or any interest in land to the CIO;
- (c) Be employed by, or receive any remuneration from, the CIO;
- (d) Receive any other financial benefit from the CIO;

unless the payment or benefit is permitted by sub-clause (2) of this clause, or authorised by the court or the Charity Commission ("the Commission"). In this clause, a "financial benefit" means a benefit, direct or indirect, which is either money or has a monetary value.

(2) Scope and powers permitting trustees' or connected persons' benefits

(a) A charity trustee or connected person may receive a benefit from the CIO as a beneficiary of the CIO provided that a majority of the trustees do not benefit in this way.

(b) A charity trustee or connected person may enter into a contact for the supply of services, or of goods that are supplied in connection with the provision of services, to the CIO where that is permitted in accordance with, and subject to the conditions in, sections 185 to 188 of the Charities Act 2011.

(c) Subject to sub-clause (3) of this clause a charity trustee or connected person may provide the CIO with goods that are not supplied in connection with services provided to the CIO by the charity trustee or connected person.

(d) A charity trustee or connected person may receive interest on money lent to the CIO at a reasonable and proper rate which must be not more than the Bank of England bank rate (also known as the base rate).

(e) A charity trustee or connected person may receive rent for premises let by the trustee or connected person to the CIO. The amount of the rent and the other terms of the lease must be reasonable and proper. The charity trustee concerned must withdraw from any meeting at which such a proposal or the rent or other terms of the lease are under discussion.

(f) A charity trustee or connected person may take part in the normal trading and fundraising activities of the CIO on the same terms as members of the public.

(3) Payment for supply of goods only – controls

The CIO and its charity trustees may only rely upon the authority provided by sub-clause (2)(c) of this clause if each of the following conditions are satisfied:

- (a) The amount or maximum amount of the payment for the goods is set out in a written agreement between the CIO and the charity trustee or connected person supplying the goods ("the supplier").
- (b) The amount or maximum amount of the payment for the goods does not exceed what is reasonable in the circumstances for the supply of the goods in question.
- (c) The other charity trustees are satisfied that it is in the best interests of the CIO to contract with the supplier rather than with someone who is not a charity trustee or connected person. In reaching that decision the charity trustees must balance the advantage of contracting with a charity trustee or connected person against the disadvantages of doing so.
- (d) The supplier is absent from the part of any meeting at which there is discussion of the proposal to enter into a contract or arrangement with him or her or it with regard to the supply of goods to the CIO.
- (e) The supplier does not vote on any such matter and is not to be counted when calculating whether a quorum of charity trustees is present at the meeting.
- (f) The reason for their decision is recorded by the charity trustees in the minute book.
- (g) A majority of the charity trustees then in office are not in receipt of remuneration or payments authorised by clause 6.

(4) In sub-clauses (2) and (3) of this clause:

(a) "the CIO" includes any company in which the CIO:

- (i) holds more than 50% of the shares; or
- (ii) controls more than 50% of the voting rights attached to the shares; or

(iii) has the right to appoint one or more directors to the board of the company;

(b) "connected person" includes any person within the definition set out in clause [30] (Interpretation);

7. Conflicts of interest and conflicts of loyalty

A charity trustee must:

- (1) Declare the nature and extent of any interest, direct or indirect, which he or she has in a proposed transaction or arrangement with the CIO or in any transaction or arrangement entered into by the CIO which has not previously been declared; and
- (2) Absent himself or herself from any discussions of the charity trustees in which it is possible that a conflict of interest will arise between his or her duty to act solely in the interests of the CIO and any personal interest (including but not limited to any financial interest).

Any charity trustee absenting himself or herself from any discussions in accordance with this clause must not vote or be counted as part of the quorum in any decision of the charity trustees on the matter.

8. Liability of members to contribute to the assets of the CIO if it is wound up

If the CIO is wound up, the members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

9. Membership of the CIO

(1) Admission of new members

(a) Eligibility

Membership of the CIO is open to anyone who is interested in furthering its purposes, and who, by applying for membership, has indicated his, her or its agreement to become a member and acceptance of the duty of members set out in sub-clause (3) of the clause.

A member may be an individual, a corporate body, or [an individual or corporate body representing] an organisation which is not incorporated.

(b) Admission procedure

The charity trustees:

(i) may require applications for membership to be made in any reasonable way that they decide;

(ii) shall, if they approve an application for membership, notify the applicant of their decision within 21 days.

(iii) may refuse an application for membership if they believe that it is in the best interests of the CIO for them to do so;

(iv) shall, if they decide to refuse an application for membership, give the applicant their reasons for doing so, within 21 days of the decision being taken, and give the applicant the opportunity to appeal against the refusal; and

(v) shall give fair consideration to any such appeal, and shall inform the applicant of their decision, but any decision to confirm refusal of the application for membership shall be final.

(2) Transfer of membership

Membership of the CIO cannot be transferred to anyone else [except in the case of an individual or corporate body representing an organisation which is not incorporated, whose membership may be transferred by the unincorporated organisation to a new representative. Such transfer of membership does not take effect until the CIO has received written notification of the transfer].

(3) Duty of members

It is the duty of each member of the CIO to exercise his or her powers as a member of the CIO in the way he or she decides in good faith would be most likely to further the purposes of the CIO.

(4) Termination of membership

(a) Membership of the CIO comes to an end if:

(i) the member dies, or, in the case of an organisation (or the representative of an organisation) that organisation ceases to exist; or

(ii) the member sends a notice of resignation to the charity trustees; or

(iii) any sum of money owed by the member to the CIO is not paid in full within six months of its falling due; or

(iv) the charity trustees decide that it is in the best interests of the CIO that the member in question should be removed from membership, and pass a resolution to that effect.

(b) Before the charity trustees take any decisions to remove someone from membership of the CIO they must:

(i) inform the member of the reasons why it is proposed to remove him, her or it from membership;

(ii) give the member at least 21 clear days notice in which to make representations to the charity trustees as to why he, she or it should not be removed from membership;

(iii) at a duly constituted meeting of the charity trustees, consider whether or not the member should be removed from membership;

(iv) consider at that meeting any representations which the member makes as to why the member should not be removed; and

(v) allow the member, or the member's representative, to make those representations in person at that meeting, if the member so chooses.

(5) Membership fees

The CIO may require members to pay reasonable membership fees to the CIO.

[(6) Informal or associate (non-voting) membership

(a) The charity trustees may create associate or other classes of non-voting membership, and may determine the rights and obligations of any such members (including payment of membership fees), and the conditions for admission to, and termination of membership of any such class of members.

(b) Other references in this constitution to 'members' and 'membership' do not apply to non-voting members, and non-voting members do not qualify as members for any purpose under the Charities Acts, General Regulations or Dissolution Regulations.]

10. Members' decisions

(1) General provisions

Except for those decisions that must be taken in a particular way as indicated in sub-clause (4) of this cause, decisions of the members of the CIO may be taken either by vote at a general meeting as provided in sub-clause (2) of this clause or by written resolution as provided in sub-clause (3) of this clause.

(2) Taking ordinary decisions by vote

Subject to sub-clause (4) of this clause, any decision of the members of the CIO may be taken by means of a resolution at a general meeting. Such a resolution may be passed by a simple majority of votes cast at the meeting (including votes cast by postal or email ballot, and proxy votes).

(3) Taking ordinary decisions by written resolution without a general meeting

(a) Subject to sub-clause (4) of this clause, a resolution in writing agreed by a simple majority of all the members who would have been entitled to vote upon it had it been proposed at a general meeting shall be effective, provided that:

(i) a copy of the proposed resolution has been sent to all the members eligible to vote; and

(ii) a simple majority of members has signified its agreement to the resolution in a document or documents which are received at the principal office within the period of 28 days beginning with the circulation date. The document signifying a member's agreement must be authenticated by their signature (or in the case of an organisation which is a member, by execution according to its usual procedure), by a statement of their identity accompanying the document, or in such other manner as the CIO has specified.

(b) The resolution in writing may comprise several copies to which one or more members has signified their agreement.

(c) Eligibility to vote on the resolution is limited to members who are members of the CIO on the date when the proposal is first circulated in accordance with paragraph (a) above.

(d) Not less than 10% of the members of the CIO may request the charity trustees to make a proposal for decision by the members.

(e) The charity trustees must within 21 days of receiving such a request comply with it if:

(i) The proposal is not frivolous or vexatious, and does not involve the publication of defamatory material;

(ii) The proposal is stated with sufficient clarity to enable effect to be given to it if it is agreed by the members; and

(iii) Effect can lawfully be given to the proposal if it is so agreed.

(f) Sub-clauses (a) to (c) of this clause apply to a proposal made at the request of members.

(4) Decisions that must be taken in a particular way

(a) Any decision to remove a trustee must be taken in accordance with clause [15(2)].

(b) Any decision to amend this constitution must be taken in accordance with clause [28] of this constitution (Amendment of Constitution).

(c) Any decision to wind up or dissolve the CIO must be taken in accordance with clause [29] of this constitution (Voluntary winding up or dissolution). Any decision to amalgamate or transfer the undertaking of the CIO to one or more other CIOs must be taken in accordance with the provisions of the Charities Act 2011.

11. General meetings of members

(1) Types of general meeting

There must be an annual general meeting (AGM) of the members of the CIO. The first AGM must be held within 18 months of the registration of the CIO, and subsequent AGMs must be held at intervals of not more than 15 months. The AGM must receive the annual statement of accounts (duly audited or examined where applicable) and the trustees' annual report, and must elect trustees as required under clause [13].

Other general meetings of the members of the CIO may be held at any time.

All general meetings must be held in accordance with the following provisions.

(2) Calling general meetings

(a) The charity trustees:

(i) must call the annual general meeting of the members of the CIO in accordance with sub-clause (1) of this clause, and identify it as such in the notice of the meeting; and

(ii) may call any other general meeting of the members at any time.

(b) The charity trustees must, within 21 days, call a general meeting of the members of the CIO if:

6.1b

- (i) they receive a request to do so from at least 10% of the members of the CIO; and
 - (ii) the request states the general nature of the business to be dealt with at the meeting, and is authenticated by the member(s) making the request.
- (c) If, at the time of any such request, there has not been any general meeting of the members of the CIO for more than 12 months, then sub-clause (b)(i) of this clause shall have effect as if 5% were substituted for 10%.
- (d) any such request may include particulars of a resolution that may properly be proposed, and is intended to be proposed, at the meeting.
- (e) a resolution may only properly be proposed if it is lawful, and is not defamatory, frivolous or vexatious.
- (f) any general meeting called by the charity trustees at the request of the members of the CIO must be held within 28 days from the date on which it is called.
- (g) if the charity trustees fail to comply with this obligation to call a general meeting at the request of its members, then the members who requested the meeting may themselves call a general meeting.
- (h) a general meeting called in this way must be held not more than 3 months after the date when the members first requested the meeting.
- (i) The CIO must reimburse any reasonable expenses incurred by the members calling a general meeting by reason of the failure of the charity trustees to duly call the meeting, but the CIO shall be entitled to be indemnified by the charity trustees who were responsible for such failure.

(3) Notice of general meetings

- (a) The charity trustees, or, as the case may be, the relevant members of the CIO, must give at least 14 clear days notice of any general meeting to all of the members, and to any charity trustee of the CIO who is not a member.
- (b) If it is agreed by not less than 90% of all members of the CIO, any resolution may be proposed and passed at the meeting even though the requirements of sub-clause (3)(a) of this clause have not been met. This sub-clause does not apply where a specified period of notice is strictly required by another clause, in this constitution, by the Charities Act 2011 or by the General Regulations.
- (c) The notice of any general meeting must:
- (i) state the time and date of the meeting;
 - (ii) give the address at which the meeting is to take place;
 - (iii) give particulars of any resolution which is to be moved at the meeting, and of the general nature of any other business to be dealt with at the meeting; and
 - (iv) if a proposal to alter the constitution of the CIO is to be considered at the meeting, include the text of the proposed alteration;

(v) include, with the notice of the AGM, the annual statement of accounts and trustees' annual report, details of persons standing for election or re-election as trustee, or where allowed under clause [22] (Use of electronic communication), details of where the information may be found on the CIO's website.

(d) proof that an envelope containing a notice was properly addressed, prepaid and posted; or that an electronic form of notice was properly addressed and sent, shall be conclusive evidence that the notice was given. Notice shall be deemed to be given 48 hours after it was posted or sent.

(e) The proceedings of a meeting shall not be invalidated because a member who was entitled to receive notice of the meeting did not receive it because of accidental omission by the CIO.

(4) Chairing of general meetings

The person nominated as chair by the charity trustees under clause [19](2) (Chairing of meetings), shall, if present at the general meeting and willing to act, preside as chair of the meeting. Subject to that, the members of the CIO who are present at a general meeting shall elect a chair to preside at the meeting.

(5) Quorum at general meetings

(a) No business may be transacted at any general meeting of the members of the CIO unless a quorum is present when the meeting starts.

(b) Subject to the following provisions, the quorum for general meetings shall be three members. An organisation represented by a person present at the meeting in accordance with sub-clause (7) of this clause, is counted as being present in person.

(c) If the meeting has been called by or at the request of the members and a quorum is not present within 15 minutes of the starting time specified in the notice of the meeting, the meeting is closed.

(d) If the meeting has been called in any other way and a quorum is not present within 15 minutes of the starting time specified in the notice of the meeting, the chair must adjourn the meeting. The date, time and place at which the meeting will resume must be notified to the CIO's members at least seven clear days before the date on which it will resume.

(e) If a quorum is not present within 15 minutes of the start time of the adjourned meeting, the member or members present at the meeting constitute a quorum.

(f) If at any time during the meeting a quorum ceases to be present, the meeting may discuss issues and make recommendations to the trustees but may not make any decisions. If decisions are required which must be made by a meeting of the members, the meeting must be adjourned.

(6) Voting at general meetings

(a) Any decision other than one falling within clause [10(4)] (Decisions that must be taken in a particular way) shall be taken by a simple majority of votes cast at the meeting [(including proxy and postal votes)]. Every member has one vote.

(b) A resolution put to the vote of a meeting shall be decided on a show of hands, unless (before or on the declaration of the result of the show of hands) a poll is duly demanded. A poll may be demanded by the chair or by at least 10% of the members present in person or by proxy at the meeting.

(c) A poll demanded on the election of a person to chair the meeting or on a question of adjournment must be taken immediately. A poll on any other matter shall be taken, and the result of the poll shall be announced, in such manner as the chair of the meeting shall decide, provided that the poll must be taken, and the result of the poll announced, within 30 days of the demand for the poll.

(d) A poll may be taken:

- (i) at the meeting at which it was demanded; or
- (ii) at some other time and place specified by the chair; or
- (iii) through the use of postal or electronic communications.

(e) In the event of an equality of votes, whether on a show of hands or on a poll, the chair of the meeting shall have a second, or casting vote.

(f) Any objection to the qualification of any voter must be raised at the meeting at which the vote is cast and the decision of the chair of the meeting shall be final.

(7) Representation of organisations and corporate members

An organisation or a corporate body that is a member of the CIO may, in accordance with its usual decision-making process, authorise a person to act as its representative at any general meeting of the CIO.

The representative is entitled to exercise the same powers on behalf of the organisation or corporate body as the organisation or corporate body could exercise as an individual member of the CIO.

(8) Adjournment of meetings

The chair may with the consent of a meeting at which a quorum is present (and shall if so directed by the meeting) adjourn the meeting to another time and/or place. No business may be transacted at an adjourned meeting except business which could properly have been transacted at the original meeting.

12. Charity trustees

(1) Functions and duties of charity trustees

The charity trustees shall manage the affairs of the CIO and may for that purpose exercise all the powers of the CIO. It is the duty of each charity trustee:

- (a) To exercise his or her powers and to perform his or her functions as a trustee of the CIO in the way he or she decides in good faith would be most likely to further the purposes of the CIO; and

(b) To exercise, in the performance of those functions, such care and skill is reasonable in the circumstances having regard in particular to:

(i) any special knowledge or experience that he or she has or holds himself or herself out as having; and

(ii) if he or she acts as a charity trustee of the CIO in the course of a business or profession, to any special knowledge or experience that it is reasonable to expect of a person acting in the course of that kind of business or profession.

(2) Eligibility for trusteeship

(a) Every charity trustee must be a natural person.

(b) No one may be appointed as a charity trustee:

- if he or she is under the age of 16 years; or

- if he or she would automatically cease to hold office under the provisions of clause 15(1)(f).

(c) No one is entitled to act as a charity trustee whether on appointment or on any re-appointment until he or she has expressly acknowledged, in whatever way the charity trustees decide, his or her acceptance of the office of charity trustee.

(d) At least one of the trustees of the CIO must be 18 years of age or over. If there is no trustee aged at least 18 years, the remaining trustees may only act to call a meeting of the charity trustees, or appoint a new charity trustee.

(3) Number of charity trustees

(a) There must be at least three charity trustees. If the number falls below this minimum, the remaining trustee or trustees may act only to call a meeting of the charity trustees, or appoint a new charity trustee.

(b) The maximum number of charity trustees is twelve. The charity trustees may not appoint any charity trustee if as a result the number of charity trustees would exceed the maximum.

(4) First charity trustees

The first charity trustees of the CIO are -

Peter Colclough – Chairman

Ian Dolman – Treasurer

Paul Kelsall - Secretary

13. Appointment of charity trustees

(1) At the first annual general meeting of the members of the CIO all the charity trustees shall retire from office;]

(2) At every [subsequent] annual general meeting of the members of the CIO, one-third of the charity trustees shall retire from office. If the number of charity trustees is not three or a multiple of

three, then the number nearest to one-third shall retire from office, but if there is only one charity trustee, he or she shall retire;

(3) The charity trustees to retire by rotation shall be those who have been longest in office since their last appointment or reappointment. If any trustees were last appointed or reappointed on the same day those to retire shall (unless they otherwise agree among themselves) be determined by lot;

(4) the vacancies so arising may be filled by the decision of the members of the annual general meeting ; any vacancies not filled at the annual general meeting may be filled as provided in sub-clause (5) of this clause;

(5) The members of the charity trustees may at any time decide to appoint a new charity trustee, whether in place of a charity trustee who has retired or been removed in accordance with clause [15] (Retirement and removal of charity trustees), or as an additional charity trustee, provided that the limit specified in clause [12(3)] on the number of charity trustees would not as a result be exceeded;

(6) A person so appointed by the members of the CIO shall retire in accordance with the provisions of sub-clauses (2) and (3) of this clause. A person so appointed by the charity trustees shall retire at the conclusion of the next annual general meeting after the date of his or her appointment, and shall not be counted for the purpose of determining which of the charity trustees is to retire by rotation at that meeting.

14. Information for new charity trustees

The charity trustees will make available to each new charity trustee, on or before his or her first appointment:

- (a) A copy of the current version of this constitution; and
- (b) A copy of the CIO's latest Trustees' Annual Report and statement of accounts.

15. Retirement and removal of charity trustees

(1) A charity trustee ceases to hold office if he or she:

(a) retires by notifying the CIO in writing (but only if enough charity trustees remain in office when the notice of resignation takes effect to form a quorum for meetings);

(b) is absent without the permission of the charity trustees from all their meetings held within a period of six months and the trustees resolve that his or her office be vacated;

(c) dies;

(d) becomes incapable by reason of mental disorder, illness or injury of managing and administering his or her own affairs; or

(e) [is removed by the members of the CIO in accordance with sub clause (2) of this clause;] or

(f) is disqualified from acting as a charity trustee by virtue of sections 178-180 of the Charities Act 2011 (or any statutory re-enactment or modification of that provision).

[(2) A charity trustee shall be removed from office if a resolution to remove that trustee is proposed at a general meeting of the members called for that purpose and properly convened in accordance with clause[11], and the resolution is passed by a majority of votes cast at the meeting.

(3) A resolution to remove a charity trustee in accordance with this clause shall not take effect unless the individual concerned has been given at least 14 days' clear notice in writing that the resolution is to be proposed, specifying the circumstances alleged to justify removal from office, and has been given a reasonable opportunity of making oral and/or written representations to the members of the CIO.]

16. Reappointment of charity trustees

Any person who retires by rotation or by giving notice to the CIO is eligible for reappointment

17. Taking of decisions by charity trustees

Any decision may be taken either:

- At a meeting of the charity trustees; or
- By resolution in writing or electronic form agreed by all of the charity trustees, which may comprise either a single document or several documents containing the text of the resolution in like form to each of which one or more charity trustees has signified their agreement.

18. Delegation by charity trustees

(1) The charity trustees may delegate any of their powers or functions to a committee or committees, and, if they do, they shall determine the terms and conditions on which the delegation is made. The charity trustees may at any time alter those terms and conditions, or revoke the delegation.

(2) This power is in addition to the power of delegation in the General Regulations and any other power of delegation available to the charity trustees, but is subject to the following requirements:

(a) a committee may consist of two or more persons, but at least one member of each committee must be a charity trustee;

(b) the acts and proceedings of any committee must be brought to the attention of the charity trustees as a whole as soon as is reasonably practicable; and

(c) the charity trustees shall from time to time review the arrangements which they have made for the delegation of their powers.

19. Meetings and proceedings of charity trustees

(1) Calling meetings

(a) Any charity trustee may call a meeting of the charity trustees.

(b) Subject to that, the charity trustees shall decide how their meetings are to be called, and what notice is required.

(2) Chairing of meetings

The charity trustees may appoint one of their number to chair their meetings and may at any time revoke such appointment. If no-one has been so appointed, or if the person appointed is unwilling to preside or is not present within 10 minutes after the time of the meeting, the charity trustees present may appoint one of their number to chair that meeting.

(3) Procedure at meetings

(a) No decision shall be taken at a meeting unless a quorum is present at the time when the decision is taken. The quorum is two charity trustees, or the number nearest to one third of the total number of charity trustees, whichever is greater, or such larger number as the charity trustees may decide from time to time. A charity trustee shall not be counted in the quorum present when any decision is made about a matter upon which he or she is not entitled to vote.

(b) Questions arising at a meeting shall be decided by a majority of those eligible to vote.

(c) In the case of an equality of votes, the person who chairs the meeting shall have a second or casting vote.

(4) Participation in meetings by electronic means

(a) A meeting may be held by suitable electronic means agreed by the charity trustees in which each participant may communicate with all the other participants.

(b) Any charity trustee participating at a meeting by suitable electronic means agreed by the charity trustees in which a participant or participants may communicate with all the other participants shall qualify as being present at the meeting.

(c) Meetings held by electronic means must comply with rules for meeting, including chairing and the taking of minutes.

20. Saving provisions

(1) Subject to sub-clause (2) of this clause, all decisions of the charity trustees, or of a committee of charity trustees, shall be valid notwithstanding the participation in any vote of a charity trustee:

- who was disqualified from holding office;
- who had previously retired or who had been obliged by the constitution to vacate office;
- who was not entitled

if, without the vote of that charity trustee and that charity trustee being counted in the quorum, the decision has been made by a majority of the charity trustees at a quorate meeting.

(2) Sub-clause (1) of this clause does not permit a charity trustee to keep any benefit that may be conferred upon him or her by a resolution of the charity trustees or of a committee of charity trustees if, but for sub-clause (1), the resolution would have been void, or if the charity trustee has not complied with clause 7 (Conflicts of interest).

21. Execution of documents

(1) The CIO shall execute documents either by signature or by affixing its seal (if it has one).

(2) A document is validly executed by signature if it is signed by at least two of the charity trustees.

(3) If the CIO has a seal:

(a) it must comply with the provisions of the General Regulations; and

(b) the seal must only be used by the authority of the charity trustees or of a committee of charity trustees duly authorised by the charity trustees. The charity trustees may determine who shall sign any document to which the seal is affixed and unless otherwise so determined it shall be signed by two charity trustees.

22. Use of electronic communications

(1) General

The CIO will comply with the requirements of the Communications Provisions in the General Regulations and in particular:

(a) the requirement to provide within 21 days to any member on request a hard copy of any document or information sent to the member otherwise than in hard copy form;

(b) any requirement to provide information to the Commission in a particular form of manner.

23. Keeping of Registers

The CIO must comply with its obligations under the General Regulations in relation to the keeping of, and provision of access to, a (combined) register of its members and charity trustees.

24. Minutes

The charity trustees must keep minutes of all:

(1) appointments of officers made by the charity trustees;

(2) proceedings at general meetings of the CIO;

(3) meetings of the charity trustees and committees of charity trustees including:

- the names of the trustees present at the meeting;
- the decisions made at the meeting; and
- where appropriate the reasons for the decisions;

(4) decisions made by the charity trustees otherwise than in meetings.

25. Accounting records, accounts, annual reports and returns, register maintenance

(1) The charity trustees must comply with the requirements of the Charities Act 2011 with regard to the keeping of accounting records, to the preparation and scrutiny of statements of account, and to the preparation of annual reports and returns. The statements of account, reports and returns must be sent to the Charity Commission, regardless of the income of the CIO, within 10 months of the financial year end.

(2) The charity trustees must comply with their obligation to inform the Commission within 28 days of any change in the particulars of the CIO entered on the Central Register of Charities.

26. Rules

The charity trustees may from time to time make such reasonable and proper rules or byelaws as they may deem necessary or expedient for the proper conduct and management of the CIO, but such rules or byelaws must not be inconsistent with any provision of this constitution. Copies of any such rules or byelaws currently in force must be made available to any member of the CIO on request.

27. Disputes

If a dispute arises between members of the CIO about the validity or propriety of anything done by the members under this constitution, and the dispute cannot be resolved by agreement, the parties to the dispute must first try in good faith to settle the dispute by mediation before resorting to litigation.

28. Amendment of constitution

As provided by sections 224-227 of the Charities Act 2011:

(1) This constitution can only be amended:

(a) by resolution agreed in writing by all members of the CIO; or

(b) by a resolution passed by a 75% majority of those voting at a general meeting of the members of the CIO called in accordance with clause 18 (General meetings of members).

(2) Any alteration of clause 3 (Objects), clause [28] (Voluntary winding up or dissolution), this clause, or of any provision where the alteration would provide authorisation for any benefit to be obtained by charity trustees or members of the CIO or persons connected with them, requires the prior written consent of the Charity Commission.

(3) No amendment that is inconsistent with the provisions of the Charities Act 2011 or the General Regulations shall be valid.

(4) A copy of every resolution amending the constitution, together with a copy of the CIO's constitution as amended must be sent to the Commission by the end of the period of 15 days beginning with the date of passing of the resolution, and the amendment does not take effect until it has been recorded in the Register of Charities.

29. Voluntary winding up or dissolution

(1) As provided by the Dissolution Regulations, the CIO may be dissolved by resolution of its members. Any decision made by the members to wind up or dissolve the CIO can only be made:

(a) at a general meeting of the members of the CIO called in accordance with clause 11 (Meetings of members), of which not less than 14 days' notice has been given to those eligible to attend and vote:

- (i) by a resolution passed by a 75% majority of those voting, or
 - (ii) by a resolution passed by decision taken without a vote and without any expression of dissent in response to the question put to the general meeting; or
- (b) by a resolution agreed in writing by all members of the CIO.
- (2) Subject to the payment of all CIO's debts:
- (a) Any resolution for the winding up of the CIO, or for the dissolution of the CIO without winding up, may contain a provision directing how any remaining assets of the CIO shall be applied.
 - (b) If the resolution does not contain such a provision, the charity trustees must decide how any remaining assets of the CIO shall be applied.
 - (c) In either case the remaining assets must be applied for charitable purposes the same as or similar to those of the CIO.
- (3) The CIO must observe the requirements of the Dissolution Regulations in applying to the Commission for the CIO to be removed from the Register of Charities, and in particular:
- (a) the charity trustees must send with their application to the Commission:
 - (i) a copy of the resolution passed by the members of the CIO;
 - (ii) a declaration by the charity trustees that any debts and other liabilities of the CIO have been settled or otherwise provided for in full; and
 - (iii) a statement by the charity trustees setting out the way in which any property of the CIO has been or is to be applied prior to its dissolution in accordance with this constitution;
 - (b) the charity trustees must ensure that a copy of the application is sent within seven days to every member and employee of the CIO, and to any charity trustee of the CIO who was not privy to the application.
- (4) If the CIO is to be wound up or dissolved in any other circumstances, the provisions of the Dissolution Regulations must be followed.

30. Interpretation

In this constitution:

'connected person' means:

- (a) a child, parent, grandchild, grandparent, brother or sister of the charity trustee;
- (b) the spouse or civil partner of the charity trustee or of any person falling within sub-clause (a) above;
- (c) a person carrying on business in partnership with the charity trustee or with any person falling within sub-clause (a) or (b) above;

6.1b

(d) an institution which is controlled –

(i) by the charity trustee or any connected person falling within sub-clause (a), (b), or (c) above; or

(ii) by two or more persons falling within sub-clause (d)(i), when taken together

(e) a body corporate in which –

(i) the charity trustee or any connected person falling within sub-clauses (a) to (c) has a substantial interest; or

(ii) two or more persons falling within sub-clause (e)(i) who, when taken together, have a substantial interest.

Section 118 of the Charities Act 2011 apply for the purposes of interpreting the terms used in this constitution.

'General regulations' means the Charitable Incorporated Organisations (General) Regulations 2012.

'Dissolution Regulations' means the Charitable Incorporated Organisations (Insolvency and Dissolution) Regulations 2012.

The **'Communications Provisions'** means the Communications Provisions in [Part 10, Chapter 4] of the General Regulations.

'Charity trustee' means a charity trustee of the CIO.

A **'poll'** means a counted vote or ballot, usually (but not necessarily) in writing.

SANDBACH TOWN COUNCIL
APPLICATION FORM - GRANTS TO VOLUNTARY ORGANISATIONS

Name of Organisation or Group:

Sandbach Woodland and Wildlife Group

Contact Person:

[REDACTED]

Address:

[REDACTED]

[REDACTED]

[REDACTED]

Tel No:

Day

[REDACTED]

Eve

[REDACTED]

E-mail:

[REDACTED]

Please give the purpose of your organisation as described in your constitution.

To develop our role of care for the environment by ensuring the conservation of woodland and associated open areas in and around Sandbach, maintaining its wildlife importance whilst ensuring the benefits of some access for the whole community.

Please enclose a copy of your constitution or rules, showing your aims and objectives.

Is it a Registered Charity? ~~YES~~/NO

1 **Total cost of your project?** £11,950 Sum requested from STC £6,000
 Breakdown of costs, see SWWG Three Year Grant Bid 2025-2028 document

2 **A summary of your project:**

SWWG are creating better public access to St. Mary's Wood and a strategic upgrade of the busiest areas of woodland footpaths to stone surfaces. A changing climate is prolonging the wetter season with popular paths becoming very muddy and can only be used with great care. Along with these improvements this bid includes the regular repair and restoration jobs to allow public to experience the entire 3km of the Sandbach woodland path network. It is a three-year working plan and the SWWG will deal with it in a number of phases (1 -5) as detailed in the attached cost breakdown together with the explanatory notes.

Does the grant cover advertising or wages of personnel involved if so how much?

SWWG advertise via free media to attract volunteers, circulate electronic trail guides which can be downloaded from swwg.org and volunteer carpenters engrave wooden signage to assist visitors navigating the woods. In prior years paid contractors have undertaken clearance of excessive summer vegetation with an annual cost not exceeding £200 (2023/24: £nil). A member request at the 2023 AGM led the committee to purchase 400 business cards - price of £120 (local printer).

3 The Council gives priority to applications which meet the following priorities. Please tick the ones which you feel your project meets.

- Projects which benefit the people of Sandbach.
- Create an Inclusive Society
- Promoting our Environment, Heritage and Culture
- Work towards improving Leisure and Amenities.

How does the project meet these priorities?

SWWG activities provide physical and mental enrichment for volunteers who are able to commit time to attending our planned working parties. The woodland work benefits volunteers and visitors using the footpaths in an evolving, healthy and safe natural environment. Various local groups make use of the facilities through organised walks and festivals while individuals can seek relaxation in the pleasant surroundings.

4 Have you raised funds from any other sources for this project? YES/NO

SWWG will maintain their policy of match funding the STC Grant. Forecast income from COOP Community Grant will carry over to this grant bid period (carry over is estimated <£1000). Please refer to the SWWG Three Year Grant Bid 2025-2028 document

5 Are you awaiting the outcome of any other applications for funding, towards this project? YES/NO If yes, please state whom you have applied to and the amount of any application.

6 Has the Organisation previously applied for a Grant from Sandbach Town Council? YES/NO

If yes, please give details

For the grant period 2022-2025 the STC contribution of £5500 has already been matched with £8572 (Spacehive.com/PNFS/SandbachGardenTrail/GodfreyWilliams).

7 The Organisation's accounts for the last three years. *

YEAR	2022	2023	2024
Accounts Balance b/f	400.41	1763.88	2027.56
Accounts Balance c/f	1763.88	2027.56	4098.12
Income	2390.35	6065.02	6314.30
Expenditure	1026.88	5801.34	4243.74
Year-end bank balance	1763.88	2027.56	4098.12

March 2024: SWWG hold a bank reserve of £2750 for St.Marys Wood and FP23 project

- Please enclose a copy of your last available set of accounts Y/End March 2023.

8 Describe the geographical area in which your Organisation works.

Sandbach Woodland Corridor from Arclid Wood to Wheelock, following the Arclid Brook. Much of the land is owned by Cheshire East Council, other by known private owners with whom SWWG liaise with to undertake our path and woodland maintenance.

9. What proportion of the work takes place in Sandbach? 100%

If the Organisation were to be successful in securing a grant, to whom should the cheque be made payable?

Name ..Sandbach Woodland and Wildlife Group.

If payment by BACS is preferred:

Bank Account Name Sandbach Woodland and Wildlife Group

Account Number 50820598 .Sort Code... 20-82-13

Could you please indicate if you are able to/ would like to attend the meeting to support your application, and answer any questions the committee may have: YES/NO

Two of the authorised signatories for your bank/building society account need to sign below:

Signed: [Redacted] Position within the Organisation: *Treasurer*.....

Signed: [Redacted] Position within the Organisation: *CHAIRPERSON*.....

On behalf of *Sandbach Woodland & Wildlife Group* Date: *23/04/2024*.....

Please note: A condition of any grant award is the return of a completed Grant Feedback form within four weeks of the project/event completion. In signing above and submitting a grant application you are committing to return the feedback form.

Town Clerk, Sandbach Town Council
Sandbach Town Hall, High Street, Sandbach , CW11 1AX

SANDBACH WOODLAND AND WILDLIFE GROUP

THREE YEAR GRANT BID 2025 – 2028

This bid is for a total of £6,000 spread over three years, £2,000 in 2025-2026, £2,000 in 2026-2027 and £2,000 in 2027-2028.

REPORT ON 2022-2025 (as at May 2024)

The SWWG is now in its final year of the 2022-2025 three-year grant awarded by Sandbach Town Council. The biggest project was levelling and stoning the FP23 Wheelock to Sandbach path. The design of a flood resilient section has been tested and survived two floods last Winter. Of the 550 metres project only 110 metres awaits work – negotiations are underway with the new land owner to install livestock fencing prior to a hard surfaced path (2024/25). FP23 project expenses have been £7,500 to date with a further £3,500 budget secured to completion.

In 2023 SWWG opened the Persimmon Heath Link path which is now a regular point of access for estate residents to Filter Bed Wood and beyond. Work on the Filter Bed Wood south extension started in Autumn 2023 and over 30tonnes of stone is funded to firm up the puddled roadside gully extending the woodland path network by 200metres.

Recent wet winters and increased foot traffic have damaged earlier SWWG woodchip paths highlighting a new strategy to upgrade to stone trails in both Dingle Wood and Brook Woods. Targeted maintenance repairs to 'wet patches' continue on the busiest paths but the SWWG committee wish to commit funding to systematic replacement of 800metres on this main woodland route.

Maintenance of dangerous trees is undertaken by ANSA and a CEC survey of the woodland corridor resulted with diseased Ash trees being felled in Brook Wood in 2023/4. This has created new brighter habitat areas attracting a wider selection of creatures including Orange Tipped butterflies. SWWG do not plan to replant trees in these new spaces.

Some 120 tree saplings have been planted alongside FP23, and over 480 hedge saplings have been planted in St. Mary's Wood. The native saplings include alder, willow, oak, poplar for the flood plain and yew, hawthorn, hornbeam and holly for shady woods.

The committee, which is proactive by extending SWWG activities, have engaged with Sandbach Partnership and other local volunteer groups and will continue to assist others where it can. Significant committee time has been spent on match funding the STC grants and on technical preparation to safely deliver the work of the volunteers. Working party frequency is regularly 3 times a month (once a month pre-covid) each with 8-15 attendees allowing projects to progress to schedule.

2025 – 2028 GRANT BID

The details of this are below. The two significant projects are creating better public access to St. Mary's Wood area and the strategic upgrade of the busiest woodland footpaths to stone surfaces. A changing climate is prolonging the wetter season with popular paths becoming very muddy and can only be used with great care. Along with these projects part of this bid includes the regular repair and restoration jobs to allow public to experience the entire 3km of the Sandbach woodland path network. It is a three-year project plan and the SWWG will deal with it in a number of stages as detailed in the attached cost breakdown together with the explanatory notes.

SANDBACH WOODLAND AND WILDLIFE GROUP

Year	2025-26		2026-27		2027-28		Total cost
Breakdown of total funding per year	St. Mary's Riverside Path (notes 1 and 2)	1100	St. Mary's Riverside Path (notes 2 and 3)	1900	St. Mary's Riverside Path (notes 3)	1400	
	Brook Wood / Dingle path surface upgrade (note 4)	1600	Brook Wood / Dingle path surface upgrade (note 4)	1600	Brook Wood / Dingle path surface upgrade (note 4)	1600	
	Routine maintenance (note 5)	500	Routine maintenance	500	Routine maintenance	500	
	Tree and shrub planting (note 6)	350	Tree and shrub planting	450	Tree and shrub planting	500	
Total cost		3550		4450		4000	12000
Grant requested from Sandbach Town Council		2000		2000		2000	6000
Other contribution (note 7)		1550		2450		2000	6000

Notes

1. **St. Mary's Riverside Path.** In response to the Sandbach Vitality Study (Jan.2023) this 244 metre path is to link Sandbach High Street to St. Mary's Wood, St. Mary's Dell and Brookhouse Road and will incorporate a wooden footbridge and new pedestrian access point at Brookhouse Road. Primary funding of £4,900 has already been raised for the footpath materials via the help of Cheshire East Council (UK Government Levelling up fund) and COOP Community Causes scheme. The path construction period is expected to reach three years due to planned Highways work on A533/534. The project will be undertaken in close co-operation with CEC, ANSA and Sandbach Footpath Group, which has been involved in the planning of the project since its inception.

In identifying the need for this footpath the Vitality Study also highlighted the need to improve signage from the town centre which we hope the Town Council itself will assist in terms of design, installation and funding with interested local groups.

2. **St. Mary's Riverside Path - Secondary Project elements** With materials for the riverside path and bridge elements secured SWWG require further funding to enhance the access and habitat aspect of St. Mary's Wood and St.Mary's Dell
 - a. Improve and extend stoned path to connect the wooden bridge crossing to 'The Hill' traffic lights (existing ramp)
 - b. SWWG Trail Guide printing (written and published for no charge by SWWG volunteers)
 - c. Installation of bird and bat boxes and other Cheshire Wildlife Trust habitat initiatives.
 - d. Information board (history & ecology)
3. **St. Mary's Dell.** The Highway's proposed A533/534 development will encroach on the woodland and the Dell's existing path by the felling of trees and widened embankment. To maintain access SWWG need to improve the existing culvert river crossing by the roundabout with steps and levelled/stoned path. The importance of this element was not foreseen until after our Primary funding bid. This STC funding will help protect a circular path access in this public green space.
4. **Brook Wood / Dingle path surface upgrade.** Damage from recent wet weather has been evidenced with increased maintenance of 'wet patches' along the woodland paths. Likened to the current 'pot hole' issue on our roads SWWG must seek to replace previous woodchip with more durable stone. Our target is 800 metres of path resurfacing over three years for these busiest two routes.

5. **Routine Maintenance.** This is the essential maintenance necessary to maintain the quality of the woodland trails and the woodland. This is undertaken in conjunction with Cheshire East (ANSA) to include safety fencing, steps and furniture.
 6. **Tree and Shrub planting.** This continues our programme of improving the biodiversity of the woodland. With land owner's permission SWWG will trial areas of wild flower planting/management and, where successful, this can be expanded e.g. Parkhouse Meadow.
 7. **Contributions from other sources.** We will continue with the policy of matching any grant from Sandbach town council with other contributions. For the period 2022-2025 the STC contribution of £5500 has already been matched with £8572 funding (Spacehive.com/PNFS/SandbachGardenTrail/GodfreyWilliams).
- COOP Community Causes will deliver a final instalment in late 2024 of a sum forecast between £2,000-3,000 earmarked for our FP23 path completion.
- Over the next three-year period we have plans to apply (amongst others) to the Waitrose Community Fund, Postcode Lottery Fund and public crowd funding platforms (Spacehive.com). Although we will not apply to Cheshire East Council for a direct grant, we rely on them for a whole series of tasks that we cannot undertake ourselves (emergency tree surgery and grass cutting for example).

May 2024

SANDBACH WOODLAND AND WILDLIFE GROUP
 INCOME AND EXPENDITURE TRANSACTIONS
 FOR THE YEAR 1ST APRIL 2022 TO 31ST MARCH 2023


Brought forward from 2021-2022 £ 1,763.88

INCOME Date	Details	Amount
30/06/2022	Sandbach Town Council Grant 1/3	£ 2,000.00
15/07/2022	Donation	£ 20.00
26/10/2022	Funding from PNFS	£ 1,942.84
05/12/2022	Funding from Spacehive	£ 2,067.18
30/01/2023	Donation from Peter Hughes	£ 35.00
	TOTAL INCOME	£ 6,065.02

FINANCIAL YEAR 2022 - 2023 ACCOUNTS

SIGNED  24/6/23
 (TREASURER)

I have examined, without carrying out an audit, the books and records of Sandbach Woodland and Wildlife Group and certify the above accounts to be in accordance therewith. In the course of my examination, no matter has come to my attention to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

SIGNED 

DATE	EXPENDITURE	AMOUNT
11/03/2022	E2223/01 Postcrete & Rails	£ 723.30
01/04/2022	E2223/02 PNFS Membership	£ 22.50
24/05/2022	E2223/03 Fence posts, rails, MOT	£ 342.46
03/07/2022	E2223/04 Cj Beale Clearance BW	£ 40.00
11/07/2022	E2223/05 Token for auditor & PC's	£ 22.00
15/07/2022	E2223/06 Hire room AGM & Screws	£ 40.56
02/08/2022	E2223/07 Screws, MOT, Timber, pegs	£ 463.60
02/09/2022	E2223/08 Timber & pegs (Canal)	£ 506.10
03/09/2022	E2223/09 Posts, Brackets (Canal)	£ 66.91
13/09/2022	E2223/10 Zurich Pub liability insurance	£ 117.86
15/09/2022	E2223/11 MOT, Pcrete, screws, paint	£ 395.90
08/10/2022	E2223/12 Timber & Screws	£ 63.61
10/11/2022	E2223/13 Footpath 23 Signpost	£ 70.00
04/09/2022	E2223/14 Fixing straps (canal)	£ 58.78
08/11/2022	E2223/15 Colour prints for display	£ 7.00
20/09/2022	E2223/16 QGC Plaque	£ 62.64
08/11/2022	E2223/17 MOT (BW) & Posts (FBW)	£ 216.39
11/12/2022	E2223/18 Screws	£ 36.88
13/01/2023	E2223/19 Posts/Pegs/Screws (FP23)	£ 151.09
10/01/2023	E2223/20 MOT (FBW)	£ 200.16
24/01/2023	E2223/21 Posts and rails (F23)	£ 398.30
04/02/2023	E2223/22 Posts & Pegs (F23)	£ 97.92
06/02/2023	E2223/23 Hardcore (F23)	£ 359.98
25/02/2023	E2223/24 Posts & Pegs (f23)	£ 77.52
14/02/2023	E2223/25 Screws (F23) MOT (FBW)	£ 193.12
13/02/2023	E2223/26 Posts (F23)	£ 69.60
21/02/2023	E2223/27 Hardcore (F23 & FBW)	£ 257.59
20/03/2023	E2223/28 Posts, pegs, geo, rails	£ 739.57

TOTAL EXPENDITURE £ 5,801.34

Income less Expenditure Total £ 263.68

Bank Balance 1st April 2022 £ 1,763.88

Bank Balance 31st March 2023 £ 2,027.56

SANDBACH WOODLAND AND WILDLIFE GROUP

CONSTITUTION

This constitution was approved at the AGM on 12th June 2012 with minor amendments approved at the AGM on 12th July 2022.

1. NAME – Sandbach Woodland and Wildlife Group (hereinafter called the group)
2. CORE PURPOSE – To develop our role of care for the environment by ensuring the conservation of woodland and associated open areas in and around Sandbach, maintaining its wildlife importance whilst ensuring the benefits of some access for the whole community.
3. LINKS TO LOCAL BODIES
 - 3.1. The group aims to work in a spirit of mutual co-operation with all other appropriate and relevant local organisations concerned with the environment and conservation.
 - 3.2. The group will therefore aim to establish from the start the most effective communications with these organisations as practicable.
4. MEMBERSHIP
 - 4.1. Membership of the group is at the discretion of the committee and will be open to those individuals who wish to contribute to the core purpose of the group. Each member will have one vote on those occasions when a vote is taken.
 - 4.2. Appropriate organisations may be represented on the group by one individual member. Such a representative will have the same voting rights as an individual member.
 - 4.3. There will be no membership fee.
 - 4.4. The group will keep an electronic record of members' details for use SOLELY on the group's business. The information held on any particular member will be made available to that member on request. His information will not be disclosed to any third party.
 - 4.5. A member of the Sandbach Woodland and Wildlife Group can be removed if the behaviour or activities of the member or organization may affect the reputation of Sandbach Woodland and Wildlife Group. Membership can only be terminated by a majority vote of the committee. Such termination is at the discretion of the committee.
5. OFFICERS
 - 5.1. The group will have three officers, viz. a chair, secretary and treasurer. These will be elected at an AGM by a straight majority of those present
 - 5.2. The officers so appointed will serve for a period of two years. They will be eligible for re-election.
 - 5.3. Officers can be removed by the group at a meeting called specifically for that purpose. Two weeks notice must be given for such a meeting. A straight majority of those attending the meeting will be required for such a decision.
 - 5.4. Any officer elected to replace those removed will serve for the remainder of the two-year period.

6. COMMITTEE

- 6.1. The officers will form the basis of a committee for the group
- 6.2. In addition to the officers, the committee can have up to six members who will be undertaking specific, agreed and appropriate duties commensurate with the core purpose of the group.
- 6.3. The committee members will be elected at an AGM and will stand for a period of two years. They will be eligible for re-election.
- 6.4. Committee members can be removed by the group at a meeting called specifically for that purpose. Two weeks notice must be given for such a meeting. A straight majority of those attending the meeting will be required for such a decision.
- 6.5. If there is only one nomination for any position of officer or committee member that person will be elected unopposed.

7. FUNDING

- 7.1. Any income received by the group shall be applied solely towards the promotion of the core purpose of the group.
- 7.2. Any member may be paid out of, or be reimbursed from the property of the group all reasonable expenses incurred by her/him when acting on behalf of the group. Such action will require the approval of the officers of the group.
- 7.3. None of the property of the group may be paid or transferred directly or indirectly by way of bonus, dividend or otherwise by way of profit to any members of the group.
- 7.4. The group will ensure that its members are adequately covered by public liability insurance whilst undertaking activities with, or for, the group.

8. MEETINGS

- 8.1. The committee and officers will meet as required.
- 8.2. The full group will meet a minimum of once a year, which will act as the AGM for the group.
- 8.3. Additional meetings of the whole group will be kept to a minimum, and will take place when the committee decide it would be in the best interest of the group.
- 8.4. Two weeks notice will be given for the AGM and any other meetings of the whole group.
- 8.5. In all votes required at any meeting of the group, the chair will have a casting vote in the event of a tie.

9. DISSOLUTION

- 9.1. The group will cease operating when a majority of those attending a meeting, specifically called for that purpose, vote for the dissolution.
- 9.2. Any monies held by the group at the time of such a dissolution will be passed to an organisation dealing with environmental or conservation matters in the Sandbach Area. The appropriate organisation will be decided by a straight majority vote of those attending the meeting.

Signed

(chair)

12-07-2022

(Secretary)

SANDBACH TOWN COUNCIL
APPLICATION FORM - GRANTS TO VOLUNTARY ORGANISATIONS

Name of Organisation or Group: *Lions Youth Brass Band*

Contact Person: [REDACTED]

Address: [REDACTED]

..... Post Code [REDACTED]

Tel No:

Day [REDACTED] Eve [REDACTED]

E-mail: [REDACTED]

Please give the purpose of your organisation as described in your constitution.

The purpose of Lions Youth Brass is to provide all young people with the opportunity to learn, play and perform music in a positive environment. Lions Youth Brass also aims to provide their members with the opportunity to make lifelong friends and learn valuable life skills.

Please enclose a copy of your constitution or rules, showing your aims and objectives.

Is it a Registered Charity? **YES/NO** If so, please give Charity Number

1154884

1 **Total cost of your project?** £30,800 Sum requested from STC £4,800

Please attach a breakdown of the estimated costs of your project together with your anticipated source of funds.

Cost of Trip - £790pp for 32 band members and 8 helpers/committee members

Overall - £30,800

Amount charged to parents/guardians of band members - £450

Overall - £14,400

Amount charged to helpers/committee members - £200

Overall - £1,600

Total - 16,000

Amount needed to raise - £14,800

2 A summary of your project:

This grant is aimed at Project establishment / support and should be considered a standalone sum. Describe your project and what you would do with a grant:

Lions Youth Brass will be entering their 35th year in 2025, and to celebrate this we would love to take our band members to Paris for a European Tour. 2023 was a very tough year for the band, after losing their long-standing Musical Director, Nigel Birch in January 2023, this has had a major impact on the band physically and mentally, Nigel was a major part of the organisation for over 30 years and to lose someone so influential and hard-working, really put a dent in the band. Under the new baton of Ian Raisbeck, the band has been revitalised and is as strong as it once was. So we want to give our young people the opportunity of a lifetime, to perform on the stage at Disneyland Paris as well as see the sights and perform at other venues around the city. Some of our members will have never been out of the country, never mind performing at such a prestigious venue. And upon our return we shall hold a '35 Year, End of Tour' concert, in Sandbach for the pleasure of our local followers and audience, this is a highlight of the Sandbach calendar and is attended by a wide range of the community, providing the town with a culture of its own for generations to come.

Does the grant cover advertising or wages of personnel involved if so how much?

This is a voluntary organisation, so advertisement is done by one of our committee members and we don't get paid for any of our work.

3 The Council gives priority to applications which meet the following priorities. Please tick the ones which you feel your project meets.

- Projects which benefit the people of Sandbach.
- Create an Inclusive Society
- Promoting our Environment, Heritage and Culture
- Work towards improving Leisure and Amenities.

How does the project meet these priorities?

Our organisation includes young people from all over the Northwest, but most come from in the Sandbach area giving them a purpose and benefiting the Sandbach community as a whole.

We have members of different ethnic backgrounds as well as members from the LGBTQ+ community within our organisation, which helps our young people feel included in society as well as learning how we can let people from these minority groups into our everyday lives.

As a musical organisation we promote the heritage and the culture of Sandbach at a local level with many concerts and events in the Sandbach and Cheshire area, as well as promoting it to a National level as we annually compete in the National Youth Championships of Great Britain. As well as this we work very closely with the World's No.1 Brass Band, Foden's Band, who have been based in Sandbach for over 100 years.

We constantly work to improve our facilities at Lions Youth Brass, with the purchase of new equipment and the maintenance of our existing equipment gives the young people a great opportunity to work on their musical skills which is scientifically proven to help with other subjects like English and maths to improve their employability skills for the future.

4 Have you raised funds from any other sources for this project? YES/NO

If yes, please state source and amount.

- 5 Are you awaiting the outcome of any other applications for funding, towards this project? YES/NO

If yes, please state whom you have applied to and the amount of any application.

- 6 Has the Organisation previously applied for a Grant from Sandbach Town Council? YES/NO

If yes, please give details

- 7 The Organisation's accounts for the last three years. *

YEAR	2022	2021	2020
Accounts Balance b/f			
Accounts Balance c/f			
Income	£18,670	£14,500	£18,800
Expenditure	£28,000	£15,070	£28,760
Year-end bank balance	£2,706.33	£12,033.48	£12,600.57

- Please enclose a copy of your last available set of accounts.
See end of form for last available set of accounts.

- 8 Describe the geographical area in which your Organisation works.

We rehearse weekly in the Maxwell Davies Centre at Sandbach School, Crewe Rd, CW11 3NS.

- 9 What proportion of the work takes place in Sandbach?

80% of our year will be rehearsals at Sandbach School

20% of our year will be concerts, whether that be in Sandbach or further afield.

If the Organisation were to be successful in securing a grant, to whom should the cheque be made payable?

Name *Lions Youth Brass*

If payment by BACS is preferred:

Bank Account Name [REDACTED]

Account Number [REDACTED] Sort Code [REDACTED]

Could you please indicate if you are able to/ would like to attend the meeting to support your application, and answer any questions the committee may have: YES/NO

Two of the authorised signatories for your bank/building society account need to sign below:

Signed:..... Position within the Organisation: *Chairperson*

Signed: ...... Position within the Organisation: *Vice Chairperson*

On behalf of: *Lions Youth Brass* Date: *04/02/2024*

Please note: A condition of any grant award is the return of a completed Grant Feedback form within four weeks of the project/event completion. In signing above and submitting a grant application you are committing to return the feedback form.

Town Clerk, Sandbach Town Council
Sandbach Town Hall, High Street, Sandbach , CW11 1AX

Lions Youth Brass**Statement of Assets and Liabilities
At 31 July 2023**

	2022/2023	2021/2022
ASSETS		
Current account	£ 7,816.93	£ 2,102.25
Deposit account	£ -	
Instrument account	£ -	
Tour Account	£ 3,151.63	£ 604.08
	£ 10,968.56	£ 2,706.33

Approved by the Trustees on

and signed on their behalf by:


Chair

Payment and Receipts Summary

	Lloyds Current A/C	European/Tour Account	Totals
Opening balance	£ 2,102.25	£ 604.08	£ 2,706.33
Total banked payments	-£ 20,605.33	-£ 5,534.12	-£ 26,139.45
Total cash payments	-£ 20,605.33	-£ 5,534.12	-£ 26,139.45
Transfer Between Accts	-£ 2,130.49	-£ 958.10	-£ 3,088.59
Total Movement	-£ 22,735.82	-£ 6,492.22	-£ 29,228.04
Total banked receipts	£ 27,492.40	£ 6,909.28	£ 34,401.68
Total cash receipts	£ 27,492.40	£ 6,909.28	£ 34,401.68
Transfer Between Accts	£ 958.10	£ 2,130.49	£ 3,088.59
TOTAL RECEIPTS	£ 28,450.50	£ 9,039.77	£ 37,490.27
NET MOVEMENT IN FUNDS	£ 5,714.68	£ 2,547.55	£ 8,262.23
Closing balance	£ 7,816.93	£ 3,151.63	£ 10,968.56
Bal Per Bank Statement (31/07/22)	£ 2,102.25	£ 604.08	
Bal Per Bank Statement (31/07/23)	£ 7,816.93	£ 3,151.63	

Notes to the Account and Statement

For the year ended 31 July 2023

1. Payments and Receipts Summary

Current Account

	2022-2023		2021-2020		NET	
	INCOME	EXPENDITURE	INCOME	EXPENDITURE	INCOME	NET
LYB Own Concerts	£ 2,975.08	£ 555.00	£ 699.73	£ 139.00	£ 560.73	
Subs	£ 7,964.00	£ 7,964.00	£ 6,492.00	£ 6,492.00	£ 1,472.00	
Builing	£ 2,545.04	£ 2,545.04	£ 1,212.76	£ 1,212.76	£ 1,332.28	
Donation	£ 10,320.41	£ -	£ 5,092.00	£ -	£ 5,284.00	
CD Sales	£ 346.80	£ 346.80	£ 488.50	£ -	£ 148.30	
Expenses MD's	£ -	£ 7,400.00	£ -	£ 7,785.00	£ -	£ 7,785.00
Fund Raising	£ 600.01	£ -	£ 130.27	£ -	£ 469.74	
Engagements	£ 775.00	£ -	£ -	£ 30.00	£ 745.00	
Cifts	£ -	£ 161.86	£ -	£ -	£ -	
Fees	£ -	£ -	£ -	£ 121.88	£ -	
Parent/Fan/IT Fees	£ -	£ 130.42	£ -	£ 98.97	£ -	
Guest MD's	£ -	£ 1,065.00	£ -	£ 950.00	£ -	
Tutor Expenses	£ -	£ 1,210.00	£ -	£ 1,554.00	£ -	
Instrument repair	£ -	£ 321.30	£ -	£ 750.18	£ -	
Instruments	£ -	£ 150.30	£ -	£ 562.68	£ -	
Insurance	£ -	£ 804.13	£ 57.71	£ 861.84	£ -	
Music	£ -	£ 179.85	£ -	£ 503.38	£ -	
Brass Band England	£ -	£ 121.88	£ -	£ -	£ -	
Meetings	£ -	£ 80.00	£ -	£ 550.00	£ -	
Competitions	£ -	£ 173.00	£ -	£ 468.25	£ -	
Advertising	£ -	£ 136.09	£ 100.00	£ -	£ 100.00	
Prize winnings	£ -	£ -	£ -	£ -	£ -	
Recordings	£ -	£ -	£ -	£ -	£ -	
Refreshments	£ -	£ 23.68	£ -	£ 30.94	£ -	
Sandbach School Rehearsals	£ -	£ 3,250.00	£ -	£ 2,761.75	£ -	
Stationery	£ -	£ 83.94	£ -	£ 134.34	£ -	
Storage Costs	£ -	£ 629.98	£ -	£ 433.99	£ -	
Tour	£ 1,533.87	£ 1,499.32	£ 125.00	£ 200.00	£ 43.78	
Collections	£ 181.00	£ 166.00	£ -	£ -	£ 181.00	
Silver Melody Competition	£ 163.19	£ 20.00	£ -	£ -	£ 163.19	
Travel	£ -	£ 529.26	£ -	£ 1,240.00	£ -	
Trophies	£ -	£ -	£ -	£ 456.47	£ -	
Workshops	£ -	£ -	£ -	£ -	£ -	
Music License	£ -	£ 239.78	£ -	£ 635.04	£ -	
Training	£ -	£ 21.45	£ -	£ 1,098.00	£ -	
Uniforms	£ -	£ 1,683.19	£ -	£ -	£ -	
Transfers	£ 958.10	£ 2,130.49	£ -	£ -	£ 958.10	
Unpaid Cheque - Returned	£ -	£ 20.00	£ -	£ -	£ -	
	£ 28,450.50	£ 22,735.82	£ 14,397.97	£ 21,355.21	£ 2,042.76	
Lloyds - Tour Account						
Receipts from Players	£ 6,050.00	£ -	£ -	£ -	£ 6,050.00	
Drivers Fees and Accommodation	£ 624.47	£ 624.47	£ -	£ -	£ -	
Van Hire and Fuel	£ 1,172.11	£ 1,172.11	£ -	£ -	£ -	
Accommodation	£ 1,250.00	£ 1,250.00	£ -	£ -	£ -	
Coach	£ -	£ -	£ -	£ 1,740.00	£ -	
Food and Expenses	£ 19.28	£ 1,952.54	£ -	£ 2,250.00	£ -	
Sales - Paid into incorrect acct (NET to ZERO)	£ 310.00	£ 310.00	£ -	£ 2,249.91	£ -	
Silver Melody - Paid into incorrect acct	£ -	£ -	£ -	£ -	£ -	
Collections - Paid into incorrect acct (NET to ZERO)	£ 20.00	£ 15.00	£ -	£ -	£ -	
Builing - Paid into incorrect acct (NET to ZERO)	£ 10.00	£ 10.00	£ -	£ -	£ -	
Donation	£ 500.00	£ 200.00	£ 200.00	£ -	£ 300.00	
Transfers	£ 2,130.49	£ 958.10	£ -	£ -	£ 2,130.49	
	£ 9,039.77	£ 6,492.22	£ 4,270.00	£ 6,639.91	£ 2,369.91	

BLANK
PAGE

SANDBACH TOWN COUNCIL
APPLICATION FORM - GRANTS TO VOLUNTARY ORGANISATIONS

Name of Organisation or Group:

..... SANDBACH ALMSHOUSE CHARITY

Contact Person:

..... [REDACTED]

Address:

..... [REDACTED]

..... [REDACTED]

..... Post Code [REDACTED]

Tel No:

Day [REDACTED] ... Eve [REDACTED]

E-mail:

..... [REDACTED]

Please give the purpose of your organisation as described in your constitution.

THE CHARITY HAS EXISTED FOR OVER THREE HUNDRED YEARS COMPRISING ACCOMMODATION, ORIGINALLY, FOR 'THE RETIRED OLDER PERSONS OF THE ANCIENT PARISH OF SANDBACH'. RESIDENTS CAN APPLY TO PARTICIPATE IN THE BENEFITS OF THE CHARITY, WITHIN THE JURISDICTION OF THE CHARITY COMMISSION. 29 PROPERTIES ARE AVAILABLE TO OFFER ACCOMMODATION FOR LOCAL PEOPLE. AT PRESENT ALL ARE FULLY OCCUPIED.

Please enclose a copy of your constitution or rules, showing your aims and objectives.

Is it a Registered Charity? YES/NO

If so, please give Charity Number

..... 211106

1 Total cost of your project? £1,524..... Sum requested from STC £1,524.....

Please attach a breakdown of the estimated costs of your project together with your anticipated source of funds.

2 A summary of your project:

This grant is aimed at Project establishment / support and should be considered a standalone sum. Describe your project and what you would do with a grant:

A SURVEY HAS INDICATED THE ROOF ON EACH BUILDING ON THE HILL PROPERTIES REQUIRE MAJOR WORK. AS LISTED BUILDINGS, SPECIALIST WORK IS REQUIRED AND IT IS HOPED THE CHARITY CAN APPLY FOR FUNDING (OVER £100,000 ESTIMATED). A PLANNING APPLICATION HAS BEEN MADE TO CEC. A REQUIREMENT TO CARRY OUT BAT SURVEYS MUST BE COMPLETED. THIS APPLICATION IS TO FIND A DAYTIME SURVEY AND REPORT (SEE QUOTE ATTACHED).

Does the grant cover advertising or wages of personnel involved if so how much?

NO

3 The Council gives priority to applications which meet the following priorities. Please tick the ones which you feel your project meets.

- Projects which benefit the people of Sandbach.
- Create an Inclusive Society
- Promoting our Environment, Heritage and Culture
- Work towards improving Leisure and Amenities.

How does the project meet these priorities?

THE CHARITY MUST CARRY OUT WORK TO THE HILL PROPERTIES TO ENSURE THE PROPERTIES REMAIN INHABITABLE. A BAT SURVEY IS THE FIRST STEP IN THE PROCESS.

4 Have you raised funds from any other sources for this project? YES/NO

If yes, please state source and amount.

5 Are you awaiting the outcome of any other applications for funding, towards this project? YES/NO If yes, please state whom you have applied to and the amount of any application.

6 Has the Organisation previously applied for a Grant from Sandbach Town Council?

YES/NO

If yes, please give details

7 The Organisation's accounts for the last three years. *

YEAR			
Accounts Balance b/f			
Accounts Balance c/f			
Income			
Expenditure			
Year-end bank balance			

SEE ACCOUNTS TO END OF DEC '22.

- Please enclose a copy of your last available set of accounts. NO ACCOUNTS TO '23 AVAILABLE

8 Describe the geographical area in which your Organisation works.

SANDBACH, CW11 1LB

9 What proportion of the work takes place in Sandbach?

THE TOTAL PROPORTION OF THE WORK TAKES PLACE IN
SANDBACH

If the Organisation were to be successful in securing a grant, to whom should the cheque be made payable?

Name

If payment by BACS is preferred:

Bank Account Name.....

Account NumberSort Code.....

Could you please indicate if you are able to/ would like to attend the meeting to support your application, and answer any questions the committee may have: YES NO

Two of the authorised signatories for your bank/building society account need to sign below:

Signed: Position within the Organisation:

Signed: Position within the Organisation:

On behalf of SANDBACH ALMSHOUSE CHARITY Date: 12 February 2021

Please note: A condition of any grant award is the return of a completed Grant Feedback form within four weeks of the project/event completion. In signing above and submitting a grant application you are committing to return the feedback form.

Town Clerk, Sandbach Town Council
Sandbach Town Hall, High Street, Sandbach , CW11 1AX

6.1e



FEE QUOTE

FAO Nicola Watts
Jay Ashall Partnership
108 London Road
Holmes Chapel
CW4 7BD

Date 24th January 2024

Quote Number 8766

The Stables, Paradise Wharf
Ducie Street
Manchester
M1 2JN

0161 465 8971

www.rachelhackingecology.co.uk
mail@rachelhackingecology.co.uk

Site Name

Almshouses at The Hill, Sandbach

Brief

Bat surveys

Job Description

- ✗ ✓ Daytime survey to assess the suitability of the buildings to support roosting bats. ✗
- ✓ Concise report including methods, findings and recommendations for further survey as appropriate.
- ✓ Single dusk emergence surveys of the four buildings on site. Surveys would require two surveyors and two infra-red cameras per building.
- ✗ ✓ Final report detailing methods and findings, including recommendations for ✗ mitigation and enhancement, as appropriate.

Specification		Total
Daytime survey and concise report		£770.00 + 15% VAT = £924
Dusk survey of 2 buildings	2 x £1,120.00	£2,240.00
Final report		£500.00 + 100% VAT = £1,000
GRAND TOTAL		£3,510.00 + VAT

$\frac{1524}{1524}$

Assumptions

- Any additional surveys or assessments that may be required would be subject to additional fees.

6.1e

Sandbach Almshouse Charity
Trustees' Report and Financial Statements
for the year ended 31 December 2022

Charity Registration No. 211106

Sandbach Almshouse Charity

Contents

	Page
Trustees' Report	1 - 3
Independent Examiner's Report	4
Statement of Financial Activities	5
Balance Sheet	6
Statement of Cash Flows	7
Notes to the Financial Statements	8-14

Sandbach Almshouse Charity

Legal and Administrative Information

Chairperson	[REDACTED]
Other Trustees	[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]
Clerk to the Trustees	[REDACTED]
Charity Number	211106
Address of Charity	The Gables 20 Crewe Road Sandbach Cheshire CW11 4NE
Independent Examiner	Dean Statham 29 King Street Newcastle-Under-Lyme Staffordshire ST5 1ER
Bankers	The Royal Bank of Scotland 2 Bradwell Road Sandbach CW11 1WB

Trustees' Report for the year ended 31 December 2022**Introduction**

The Trustees present their report and the unaudited financial statements for the year ended 31 December 2022.

Objectives and Activities

The purpose of the Charity is to provide rented accommodation for the older persons of the Ancient Parish of Sandbach.

The Trustees confirm they have referred to guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives.

Trustees' Responsibilities

The Statement of Recommended Practice, "Accounting and Reporting by Charities" and the Charity's Constitution require the Trustees to make available an Annual Report for each financial year, showing a true and fair view of the financial transactions of Sandbach Almshouse Charity during the financial year and of the disposition at the end of the financial year, of the assets and liabilities.

In preparing the financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that this basis applies.

The Trustees under Trust Law are responsible for ensuring proper accounting records are kept which disclose, with reasonable accuracy at any one time, the financial position of the Charity and enable them to ensure that the financial statements comply with the Trust Deed dated 4th August 1967 and the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Trustees' Report for the year ended 31 December 2022**Achievements and Performance**

The Charity provides 29 properties (consisting of flats and houses) for occupation. A resident warden is employed to look after the welfare of the occupiers.

Financial Review

During the year the Charity received total income of £111,354 and expended £112,008 on charitable activities resulting in net expenditure for the year of £654.

This figure when adjusted for unrealised losses on investments held of £44,816 has resulted in a negative movement in funds for the year of £45,470.

Investments in Official Charities Funds were valued at £440,998 and further investment is made annually, in order to provide a fund for any major improvements and maintenance work on the properties that may be required in the future.

Structure, Governance and Management

Sandbach Almshouse Charity, The Gables, 20 Crewe Road, Sandbach, Cheshire, CW11 4NE is registered with the Charity Commission (No 211106).

The Charity is constituted and governed by a Trust Deed dated 4th August 1967.

The Charity is managed by a committee of 13 members, 8 nominated members and 5 co-optative members who are elected by the other Trustees.

Management of the Charity's funds was delegated to the Clerk of the Trustees, Mr A Roberts. Investment by the Clerk is in accordance with guidelines prescribed by the Trustees. The clerk's role has since been taken over by Mrs N Clark for the 2023 financial year.

The Clerk deals with the day to day running of the properties. Trustees meetings are usually held four times per year to deal with major issues, however for the current and prior year, the meetings were held off due to the Covid-19 pandemic. The meetings will be resumed.

Recruitment

Eight Trustees are nominated By Town and Parish Councils within the ancient Parish of Sandbach.

Five Trustees are co-opted from within the ancient Parish of Sandbach.

Sandbach Almshouse Charity

3

Trustees' Report for the year ended 31 December 2022

Reference and Administrative Details

Sandbach Almshouse Charity, The Gables, 20 Crewe Road, Sandbach, Cheshire, CW11 4NE is registered with the Charity Commission (No 211106).

The Charity was administered by the following members during the year:

Chairperson	[REDACTED]
Vice Chairperson	[REDACTED]
Clerk to the Trustees	[REDACTED]
Trustees	[REDACTED]

The Charity is served by Royal Bank of Scotland PLC in Sandbach and Dean Statham Chartered Accountants in Newcastle-Under-Lyme as Independent Examiner.

On behalf of the board of trustees

..... (Signature)

..... (Name)

..... (Date)

Sandbach Almshouse Charity

4

Independent Examiners Report to the Trustees

We report to the Trustees on our examination of the accounts of the Charity for the year ended 31 December 2022, which are set out on pages 5 to 14.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirement of the Charities Act 2011 ('the Act').

We report in respect of our examination of the charity's accounts carried out under section 145 of the Act and in carrying out our examination we have followed all the applicable directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiners statement

We have completed our examination. We can confirm that no material matters have come to our attention in connection with the examination giving us cause to believe that in any material respect:

1. Accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. The accounts do not accord with those records; or
3. The accounts do 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.

We 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.

.....
Deân Statham
Chartered Accountant
29 King Street
Newcastle-Under-Lyme
Staffordshire
ST5 1ER

Dated

Statement of Financial Activities for the year ended 31 December 2022

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
		£	£	£	£
Income					
Earned from charitable activities	2	110,943	-	110,943	109,265
Investment income:					
Official custodian for Charinco shares		373	-	373	373
Donations		-	-	-	100
Other bank interest received		38	-	38	2
Total income		<u>111,354</u>	<u>-</u>	<u>111,354</u>	<u>109,740</u>
Expenditure					
Costs of raising funds		-	-	-	-
Expenditure on charitable activities	3	112,008	-	112,008	112,145
Total expenditure		<u>112,008</u>	<u>-</u>	<u>112,008</u>	<u>112,145</u>
Net income/(expenditure)		<u>(654)</u>	<u>-</u>	<u>(654)</u>	<u>(2,405)</u>
Transfers					
Transfers between funds		-	-	-	-
Net income/(expenditure) before gains and losses on investments		<u>(654)</u>	<u>-</u>	<u>(654)</u>	<u>(2,405)</u>
Net gains/(losses) on investments		(44,816)	-	(44,816)	69,235
Net movement in funds		<u>(45,470)</u>	<u>-</u>	<u>(45,470)</u>	<u>66,830</u>
Reconciliation of funds					
Balances brought forward at 1 January 2022	10	656,570	-	656,570	589,740
Balances carried forward at 31 December 2022	10	<u>611,100</u>	<u>-</u>	<u>611,100</u>	<u>656,570</u>

The Statement of Financial Activities has been prepared on the basis that all operations are continuing.

There are no gains or losses other than those passing through the Statement of Financial Activities.

Sandbach Almshouse Charity

6

Balance Sheet as at 31 December 2022

	Note	2022		2021	
		£	£	£	£
Fixed assets					
Housing properties	4		828,018		828,018
Less: Social housing grant	4		(663,256)		(663,256)
Accumulated depreciation	4		(63,075)		(58,497)
Tangible assets	4		96,743		99,029
			198,430		205,294
Current assets					
Debtors	5	2,355		2,090	
Investments	6	440,998		482,814	
Cash at bank and in hand	7	15,984		13,410	
			459,337	498,314	
Creditors:					
amounts falling due within one year	8		(15,525)		(15,645)
			443,812	482,669	
Net current assets					
			642,242	687,963	
Total assets less current liabilities					
Creditors:					
amounts falling due after more than one year	9		(31,142)		(31,393)
			611,100	656,570	
Net assets					
			611,100	656,570	
Funds					
	10				
<u>Designated reserves</u>					
Routine maintenance			99,942		91,399
Cyclical maintenance			107,178		100,016
Extraordinary maintenance fund			33,355		33,355
<u>Other reserves</u>					
Investment revaluation reserve			390,070		434,886
Income and expenditure account			(19,445)		(3,086)
			611,100	656,570	

Approved by the board of trustees on and signed on their behalf by:

..... (Signature) (Signature)

..... (Name) (Name)

Trustee

Trustee

Sandbach Almshouse Charity

7

Statement of Cash Flows for the year ended 31 December 2022

	Note	2022 £	2021 £
Net cash generated from operating activities	7	7,891	6,102
Cash flow from investing activities			
Interest and dividends		411	475
Proceeds from sale of investments		-	-
Purchase of investments		(3,000)	(3,000)
Purchase of fixed assets		-	-
Repayment of borrowings		(2,728)	(2,707)
Net change in cash and cash equivalents		<u>2,574</u>	<u>870</u>
Cash and cash equivalents at 1 January		13,410	12,540
Cash and cash equivalents at 31 December		<u><u>15,984</u></u>	<u><u>13,410</u></u>

Notes to the Accounts for the year ended 31 December 2022**1. Accounting Policies**

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the Charity's financial statements.

Basis of Accounting

The Financial Statements have been prepared under the historical cost convention as modified by the revaluation of fixed assets.

The financial statements are prepared in £ sterling, which is the functional currency of the entity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) and the Charities Act 2011.

Income

All incoming resources are included in the Statement of Financial Activities when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Investment income includes interest and dividends from investments and bank interest. It is accounted for on an accruals basis.

Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Charitable activities includes repairs and maintenance which are paid for out of a routine maintenance fund and a cyclical maintenance fund.

Realised Gains and Losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

Fixed Assets and Depreciation

Housing properties are stated at cost less social housing grant and depreciation.

Notes to the Accounts for the year ended 31 December 2022

1. Accounting Policies Continued

Freehold land is not depreciated. Housing properties are split between the structure and those major components which require periodic replacement. Each component is accounted for separately and depreciated over its individual useful economic life. Expenditure relating to subsequent replacement or renewal of components is capitalised as incurred. The Charity depreciates freehold buildings on a straight line basis over the estimated useful life of the component categories. The identified components, to which the Trustees has disaggregated the housing properties balance and their estimated useful economic lives, are as follows:

Housing properties	Structure	100 years
	Roofs	70 years
	Windows and external doors	30 years
	Kitchens	30 years
	Bathrooms	35 years
	Electrics	40 years
	Gas boilers	30 years
	Communal fixtures	10 years
	Central heating	30 years
Communal meeting room	Structure	100 years
	Windows and external doors	30 years
	Gas boiler	30 years
	Kitchen	30 years
Landscaping and car parks		10 years
Sheds and allotments		20 years
Warden control system		10 years

A full years depreciation is charged in the year the above assets were acquired and none in the year of disposal.

Social Housing Grant

Grants for capital expenditure are deducted from the cost of the fixed assets to which they relate as they become receivable. Where individual components are disposed of and this does not create a relevant event for recycling purposes, any grant which has been allocated to the component is released to the income and expenditure account. Upon disposal of the associated property, the Charity is required to recycle these proceeds.

Investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year. The Charity does not acquire put options, derivatives or other complex financial instruments.

The main form of financial risk faced by the Charity is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors.

Notes to the Accounts for the year ended 31 December 2022

1. Accounting Policies ContinuedTaxation

As a registered Charity, it is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only. Value Added Tax is not recoverable by the Charity, and is therefore included in the relevant costs in the Statement of Financial Activities.

2. Income Earned from Charitable Activities

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Rental income	110,943	-	110,943	109,265
	<u>110,943</u>	<u>-</u>	<u>110,943</u>	<u>109,265</u>

3. Expenditure on Charitable Activities

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Wardens salary	25,486	-	25,486	24,724
Telephone (warden)	803	-	803	850
Warden control (intercom)	2,278	-	2,278	2,291
Electricity	3,092	-	3,092	2,723
Gardening	5,939	-	5,939	6,375
Water rates	8,660	-	8,660	8,125
Window cleaner	96	-	96	104
Communal TV license	103	-	103	90
Mortgage interest	3,072	-	3,072	3,093
Routine maintenance	9,437	-	9,437	10,204
Cyclical maintenance	18,880	-	18,880	20,169
Depreciation	6,864	-	6,864	6,865
<u>Support costs</u>				
Surveyors reports etc.	2,305	-	2,305	2,130
Insurances	2,807	-	2,807	2,643
Subscriptions	917	-	917	902
Sundry expenses	550	-	550	908
Fees - clerk	18,840	-	18,840	18,120
Loan arrangement fees	125	-	125	125
Accountancy fees	1,754	-	1,754	1,704
	<u>112,008</u>	<u>-</u>	<u>112,008</u>	<u>112,145</u>

Notes to the Accounts for the year ended 31 December 2022

4. Tangible Fixed Assets

	Landscaping & Car Parks £	Sheds & Allotments £	Housing Properties £	Warden Control System £	Communal Meeting Room £	Total £
Cost						
1st January 2022	20,354	1,153	828,018	8,987	95,373	953,885
Additions	-	-	-	-	-	-
31st December 2022	20,354	1,153	828,018	8,987	95,373	953,885
Social Housing Grant						
1st January 2022	-	-	(663,256)	-	-	(663,256)
Additions	-	-	-	-	-	-
31st December 2022	-	-	(663,256)	-	-	(663,256)
Depreciation						
1st January 2022	7,306	1,153	58,497	7,192	11,187	85,335
Additions	144	-	4,578	899	1,243	6,864
31st December 2022	7,450	1,153	63,075	8,091	12,430	92,199
Net book amount						
31st December 2022	12,904	-	101,687	896	82,943	198,430
1st January 2022	13,048	-	106,265	1,795	84,186	205,294

5. Debtors

	2022 £	2021 £
Rent debtors	895	749
Prepayments and accrued income	1,460	1,341
	2,355	2,090

Notes to the Accounts for the year ended 31 December 2022

6. Investments

	2022	2021
	£	£
Cost or valuation		
Market value at 1 January 2022	482,814	410,579
Additions at cost	3,000	3,000
Carrying value of disposals	-	-
Net unrealised (loss)/gain on revaluation of investments	(44,816)	69,235
	<u>440,998</u>	<u>482,814</u>
Market value at 31 December 2022	<u>440,998</u>	<u>482,814</u>

Unlisted Investments

At 1 January 2022 and 31 December 2022 shares were held in Co-op Housing Services (North West) at a historic cost of £1 and a market value of £nil.

All investments are carried at their fair value. Investment in equities and fixed interest securities are all traded in quoted public markets, primarily the London stock exchange. Holdings in common investment funds, unit trusts and open-ended investment companies are at the bid price. The basis of fair value for quoted investments is equivalent to the market value, using the bid price. Asset sales and purchases are recognised at the date of trade at cost (that is their transaction value).

The charity is not reliant on investment income to meet its charitable objectives.

7. Reconciliation of Net Movement in Funds to Net Cash Flow from Operating Activities

	2022	2021
	£	£
Net movement in funds	(45,470)	66,830
Investment income	(411)	(475)
Add back depreciation charge	6,864	6,865
Losses/(gains) on investments	44,816	(69,235)
Decrease/(increase) in debtors	(265)	62
Increase/(decrease) in creditors	2,357	2,055
	<u>7,891</u>	<u>6,102</u>
Net cash used in operating activities	<u>7,891</u>	<u>6,102</u>
Analysis of Cash and Cash Equivalents		
Royal Bank of Scotland current account	511	543
Royal Bank of Scotland high interest account	14,565	11,967
CCLA - Charities deposit fund	908	900
	<u>15,984</u>	<u>13,410</u>

Notes to the Accounts for the year ended 31 December 2022

	2022 £	2021 £			
8. <u>Creditors: Amounts falling due within one year</u>					
Mortgages - secured	251	228			
Non - housing loan	-	2,500			
Rent received in advance	4,695	4,204			
Accruals and sundry creditors	10,579	8,713			
	15,525	15,645			
	15,525	15,645			
9. <u>Creditors: Amounts falling due after one year</u>					
Mortgages - secured	31,142	31,393			
	31,142	31,393			
	31,142	31,393			
Maturity of debt included above					
Between one and two years	276	251			
Between two and five years	1,005	914			
In five years or more	29,861	30,228			
	31,142	31,393			
	31,142	31,393			
10. <u>Statement of Funds</u>					
	Balance B/F £	Incoming £	Outgoing £	Gains/ Losses £	Balance C/F £
a) Routine maintenance fund	91,399	17,980	(9,437)	-	99,942
b) Cyclical maintenance fund	100,016	26,042	(18,880)	-	107,178
c) Extraordinary maintenance fund	33,355	-	-	-	33,355
d) Investment revaluation reserve	434,886	-	-	(44,816)	390,070
c) Income and expenditure account	(3,086)	67,332	(83,691)	-	(19,445)
	656,570	111,354	(112,008)	(44,816)	611,100
	656,570	111,354	(112,008)	(44,816)	611,100

All funds are unrestricted.

Notes to the Accounts for the year ended 31 December 2022

10. Statement of Funds Continued

- a) The routine maintenance fund provides for those items of routine maintenance and repair of almshouses belonging to the Charity.
- b) The cyclical maintenance fund provides for those items of ordinary maintenance and repair of almshouses belonging to the Charity which reoccur at infrequent intervals.
- c) The extraordinary maintenance fund provides for extraordinary repair, improvement or rebuilding of the almshouses belonging to the Charity.
- d) The investment revaluation reserve provides for the revaluation of unrestricted investments.
- e) The Income and expenditure account relates to funds which can be spent for any purpose of the Charity.

11. Trustee Expenses and Remuneration

No Trustee received any remuneration or expenses in respect of services as Trustee during the year (2021 - £nil).

12. Clerk Fees

John Greenhall & Co Limited charged fees of £18,840 (2021 - £18,120) for services as the clerk to the trustees.

13. Winding up and Dissolution of the charity

If upon winding up or dissolution of the Charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the Charity.

BLANK
PAGE

SANDBACH TOWN COUNCIL
APPLICATION FORM - GRANTS TO VOLUNTARY ORGANISATIONS

Name of Organisation or Group:

Sandbach Cricket Club

Contact Person:

██████████
 ██████████

Address:

██
 ██

Tel No:

Day ██████████ Eve ██████████

E-mail:

████████████████████ or ██

Please give the purpose of your organisation as described in your constitution.

The name of the club shall be known as SANDBACH CRICKET CLUB and will be referred to as the "The Club".

The Club will be affiliated to the England & Wales Cricket Board through the Cheshire Cricket Board. The Club is a member of the South Cheshire Junior Cricket League, South Moorlands Junior Cricket league, Cheshire Junior Cricket League and North Staffordshire and South Cheshire Premier Cricket League.

The Club is a non-profit making organisation. All profits and surpluses will be used to carry out the objectives of the Club. No profits or surpluses will be distributed other than winding up or dissolution of the Club and no profits or surpluses will be distributed to the Membership.

Sandbach Cricket Club is a community amateur not for profit sports club and was founded in 1886 and is established as one of the most up and coming clubs in South Cheshire.

Our primary objective is to provide the best possible facilities, coaching and, most importantly, enjoyment for players of all ages and abilities. We are also determined to continue building our growing reputation as a focus point at the heart of the community.

We have 46 seniors and 99 juniors, that play in 2 senior teams and 6 junior teams. We play in 6 senior and 25 junior competitions, and the youngsters receive coaching on Friday evenings throughout the summer.

Our junior section in particular has grown due to successful seasons including the Cheshire Cup at under 11's, U14's and under 17's in recent years.

The Cricket club has a main function room that is used by local community groups, Special needs discos, and family events. We are trying hard to improve the club facilities to hopefully generate income to reinvest in the club.

Please enclose a copy of your constitution or rules, showing your aims and objectives.

Is it a Registered Charity? YES If so, please give Charity Number CH4211

1 **Total cost of your project?** £1820..... Sum requested from STC £1820

Please attach a breakdown of the estimated costs of your project together with your anticipated source of funds.

Fwd: Cricket club hot water

 JF [Redacted]
[Redacted]
[Redacted]

----- Forwarded message -----

From: [Redacted]
Date: Wed, 24 Apr 2024 at 22:29
Subject: Cricket club hot water
To: [Redacted]

FAO [Redacted]

Hot water cylinder repair
Hind Heath Lane
Sandbach

Following site visit on 24 / 4/24
And inspection of hot water supply issues
The installation was isolated and made safe

The following work is required.
Remove existing gas valve
Supply and fit replacement gas valve
Remove damaged reset switch
Supply and fit replacement reset switch
Remove damaged hot water brass circulating pump.
Supply and fit new brass hot water pump

Total cost including parts and labour
£1660

From: [REDACTED]
Date: Wed, 24 Apr 2024 at 22:44
Subject: Additional plumbing works
To: [REDACTED]

FAO: [REDACTED]

Additional plumbing work
Sandbach Cricket Club
Hind Heath Lane
Sandbach

Following site visit and general inspection of the heating and hot water system

The following repair work is required

Drain central heating system
Replace thermostatic radiator valve in home dressing room
Replace seals on existing Magnacleanfilter
Replace leaking section of 42mm copper pipework in plant room
Replace 2 x basin taps situated in the Gents toilet area

Refill heating system and add inhibitor solution.

Total cost including parts and labour
£160.00

Many thanks
Rich

2 A summary of your project:

This grant is aimed at Project establishment / support and should be considered a standalone sum. Describe your project and what you would do with a grant:

The grant is to repair and bring back to service, the commercial boiler in the plant room (currently out of service and unusable), which provides hot water for the toilets and showers at the club and dependent parts (which require replacement) within the system.

Does the grant cover advertising or wages of personnel involved if so how much?

The attached quote includes labour, which is at market rate

3 The Council gives priority to applications which meet the following priorities. Please tick the ones which you feel your project meets.

- Projects which benefit the people of Sandbach.
- Create an Inclusive Society
- Promoting our Environment, Heritage and Culture
- Work towards improving Leisure and Amenities.

How does the project meet these priorities?

Creating an inclusive society/Work towards Leisure and Amenities –

Presently, players are unable to use the wash/showering facilities, which is a real hygiene concern. This should always be available for players and match officials.

Members of our club also practice various religious denominations, which we completely support as teammates and as a community club.

Part of this practice is ceremonial washing, which due to the boiler issue, we are unable to provide currently at our facility.

4 Have you raised funds from any other sources for this project? NO

If yes, please state source and amount.

As this is an emergency situation, we have not raised specific funds for this project, but throughout the year undertake fund raising initiatives...for example Car Boot Sales, Cricket Festivals days, Music Festivals, Halloween Spooktaclulars etc.

5 Are you awaiting the outcome of any other applications for funding, towards this project? NO If yes, please state whom you have applied to and the amount of any application.

6 Has the Organisation previously applied for a Grant from Sandbach Town Council?

YES

If yes, please give details – Small grant for a Pool Table £500

7 The Organisation's accounts for the last three years. * (due to time constraints to submit, I am providing the last accounts I have access to

YEAR	April 1 st -28 th September 2023		
Accounts Balance b/f	4,911		
Accounts Balance c/f	1,980		
Income	87,791		
Expenditure	89, 800		
Year-end bank balance	1,980		

- Please enclose a copy of your last available set of accounts.

8 Describe the geographical area in which your Organisation works.

[Grant Application Form DRAFT UPDATE.docx](#)

Updated FEB2021 TCM04.02.21.14

9

Sandbach, but includes visitors from the wider Cheshire region and Staffordshire (opposing Cricket Teams)

10 What proportion of the work takes place in Sandbach?

100%

If the Organisation were to be successful in securing a grant, to whom should the cheque be made payable?

Name

If payment by BACS is preferred:

Bank Account Name [REDACTED]

Account Number [REDACTED]

Could you please indicate if you are able to/ would like to attend the meeting to support your application, and answer any questions the committee may have: YES

Two of the authorised signatories for your bank/building society account need to sign below:

Signed: [REDACTED] Position within the Organisation: Chairman

Signed: [REDACTED] Position within the Organisation: Safeguarding Officer, 2nd Team Captain, Junior Cricket Coach

On behalf of Sandbach Cricket Club Date: 2/4/2024

Please note: A condition of any grant award is the return of a completed Grant Feedback form within four weeks of the project/event completion. In signing above and submitting a grant application you are committing to return the feedback form.

Town Clerk, Sandbach Town Council
Sandbach Town Hall, High Street, Sandbach , CW11 1AX

BLANK
PAGE

Sandbach Town Council

Grant Feedback Form

Form to be completed by the applicant/s and returned to Sandbach Town Council within four weeks of the completion of the Project/Event.

PROJECT/EVENT NAME: Transform Elworth Cricket Club		
Applicant/s	Michael Price (Chairman), Margaret Eyres (Treasurer)	
Organisation	Elworth Cricket Club	
Description of Project/Event: Elworth Cricket Club refurbishment		
Project Objectives: To provide new and improved facilities for the benefit of the local community and to transform the cricket club into a first-class community facility.		
How did the grant enable you to meet the Project Objectives? A significant contribution to the overall costs of completing the project.		
What were the benefits of the Project/Event? Modernised facilities (clubroom, toilets, kitchen), new heating system throughout. All contributing to increased community use.		
Date of Completion Project/Event: April 2023		
What promotional material was used to publicise your event? Press announcements, invitations to opening event and publicity on social media.		
Did STC receive any recognition for its support?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Grant Received from Sandbach Town Council: £ 5,000		
Did the Grant lever any additional income or grant funding, if so how much and from what source?		
Amount	From	
10,000	Cheshire Cricket Board	
3,000	Sir Robert McAlpine Fund	
3,000	Co-op Community Fund	
Grant/s Received from other bodies:		
Amount	From	
9,162	Cheshire East Council	
1,000	Arnold Clark Dealerships	

6.2a

Total Event/Project cost	£163,000
Please provide a statement of Expenditure of Grant Monies on a separate sheet. See below	
If you feel that your event/project was successful, please provide details of the success criteria it fulfilled:	
<p>Complete refurbishment of the clubhouse, significantly upgrading the facilities. Providing a greatly improved and welcoming experience for customers which has resulted in increased community use of the club since reopening.</p>	
Completed by: David Buckley	Date: 10/3/2024

Additional Information which you may feel useful:	
Statement of Expenditure	
<ul style="list-style-type: none"> • Plumbing: Heating system/Refurb of toilets/Bar area upgrade. • Electrical refurbishment. • Joinery (Materials and labour). • Flooring • Plastering • Painting • Site equipment and hire • Furniture 	<p>25,000</p> <p>32,000</p> <p>24,000</p> <p>12,000</p> <p>14,000</p> <p>7,000</p> <p>12,000</p> <p><u>10,000</u></p> <p>Total excl. VAT 136,000</p>
Statement of Funds	
<ul style="list-style-type: none"> • Elworth Cricket Club • Crowdfunding • Cheshire East Council • Sandbach Town Council • Arnold Clark Dealerships • Sir Robert McAlpine Fund • Co-op Community Fund • Cheshire Cricket Board • Donations • Gift Aid. 	<p>20,000</p> <p>6,270</p> <p>9,162</p> <p>5,000</p> <p>1,000</p> <p>3,000</p> <p>3,000</p> <p>10,000</p> <p>65,000</p> <p><u>16,000</u></p> <p>Total. 138,432</p>

Sandbach Town Council

Grant Feedback Form

Form to be completed by the applicant/s and returned to Sandbach Town Council within four weeks of the completion of the Project/Event.

PROJECT/EVENT NAME: Pool Table for members & visitors		
Applicant/s	Paul Colman	
Organisation	Sandbach Cricket Club	
Description of Project/Event: The funding has helped purchase a pool table for the lounge area of the club. It has already proved popular and while it helps generate funds, it brings people together at the club both young and old.		
Project Objectives: Raise fund and attract people to the club.		
How did the grant enable you to meet the Project Objectives? More people come to the club and stay at the club longer. This will provide funds and create a camaraderie in the club.		
What were the benefits of the Project/Event? Raised funds and is a attraction for people to visit the club.		
Date of Completion Project/Event: Feb 23		
What promotional material was used to publicise your event?		
Did STC receive any recognition for its support? Not yet, but can.		YES NO
Grant Received from Sandbach Town Council:		£ 500
Did the Grant lever any additional income or grant funding, if so how much and from what source?		
Amount	From	
Grant/s Received from other bodies:		
Amount	From	

6.2b

Total Event/Project cost	£500
Please provide a statement of Expenditure of Grant Monies on a separate sheet.	
If you feel that your event/project was successful, please provide details of the success criteria it fulfilled:	
Completed by:	Date:

Additional Information which you may feel useful:

SANDBACH TOWN COUNCIL TRAINING AND DEVELOPMENT POLICY

This document forms the Council's Training and Development policy and sets out:

- The Council's commitment to training for provision of better services
- The identification of training needs
- Corporate training
- Financial assistance
- Study leave
- Short courses / workshops
- Evaluation of training
- Links with other policies
- Reporting on progress

The objectives of this strategy are to:

- Encourage elected members and staff to undertake appropriate training
- Allocate training in a fair and appropriate manner
- Ensure that all training is evaluated to assess its value

COMMITMENT TO TRAINING

Sandbach Town Council is committed to the ongoing training and development of all councillors, employees and, where appropriate, volunteers to enable them to make the most effective contribution to the Council's aims and objectives. The Council recognises that its most important resource is its people. It is therefore committed to encouraging both members and officers to enhance their knowledge and qualifications and to ensure understanding and compliance with all statutory requirements. The Council expects senior and specialist officers to undertake a programme of continuing professional development (CPD) in line with the requirements of their requisite professional bodies. Providing training and professional development yields a number of benefits:

- Improves the quality of the services and facilities that the Town Council provides in line with its corporate aims and objectives
- Improves the skills base of the employees and members
- Produces confident, highly qualified staff working as part of an effective and efficient team
- Demonstrates that the employees, members and volunteers are valued and encourages recruitment and retention

Training and development will be achieved by including adequate financial provision for training and development in the annual budget, as well as taking advantage of any relevant partnership (ChALC) or in-house provision available. The process of development is as follows:

- Training needs should be identified by considering the overall objectives of the council, as well as individual requirements
- Planning and organising training to meet those specific needs
- Evaluating the effectiveness of training

THE IDENTIFICATION OF TRAINING NEEDS

Employees will be asked to identify their development needs with advice from their line manager during their annual appraisal or regular meetings with their line manager. There are a number of additional ways that the training needs of staff may be recognised:

- During formal interview/review
- Following confirmation of appointment
- Formal and informal discussion
- Members will be asked to identify their development needs with advice from the appropriate body or person: i.e. committee or Chief Officer

There are number of ways that the training needs of **Members** may be recognised:

- Questionnaires
- Committees & Working Groups
- Following election / co-option
- Formal and informal discussion

Newly elected members will have an induction meeting with the Chief (or Deputy) Officer and will be provided with an induction pack containing the documents as set out on the attached list

- The Good Councillors Guide
- Meetings Timetable
- The Code of Conduct
- The Member Officer Protocol
- The Town Councils (Model Code of Conduct) Order
- Approved Budget
- Standing Orders
- Financial Regulations
- Town Council Powers & Duties

Volunteers have a different but significant status in respect of council activities and a training needs assessment will be carried out, in line with the Council's Volunteer Policy, relating to the work that is being undertaken. Such training will be subject to the same process outlined above and funding provided accordingly.

Other circumstances may present the need for training for all parties:

- Legislative requirements i.e. First Aid, Fire Safety, Manual Handling
- Changes in legislation
- Changes in systems / audit requirements
- New or revised qualifications become available
- Issues / poor outcomes
- Introduction of new equipment
- New working methods and practices
- Complaints to the Council

- Request from staff / members / volunteers
- Devolved services / delivery of new services

Employees' training requirements will routinely be identified as a significant part of the Performance Development Planning & Review process, which will also identify the employees, objectives, skills gap and potential training solutions. They should also be continuously reviewed during regular staff supervision.

CORPORATE TRAINING

Corporate training is necessary to ensure that **all** members and employees are aware of their legal responsibilities or corporate standards e.g. Health and Safety, Risk Management, Equality and Diversity, Data Protection Legislation, Climate Change, and will be required to attend training courses, workshops or seminars where suitable training is identified.

FINANCIAL ASSISTANCE

It is important to note that all supported training must be appropriate to the needs of the Council, be relevant to the individual's role and is subject to the availability of approved budget. Each request will be considered on an individual basis and the benefits to the individual and the council will be identified. In order to best ensure cost effectiveness, members and employees will be required to attend the nearest college/venue offering the required course, unless an alternative is authorised by Council.

Other considerations include the following:

- Implication of absence for training course(s) on the operational capability of the council
- The most economic and effective means of training
- Provision and availability of training budget

For approved courses members and employees can expect the following to be sponsored

- The course fee
- Examination fees
- Associated membership fees
- One payment to re-take a failed examination

Members and officers attending assisted courses are required to inform the Clerk immediately of any absences, giving reasons. Failure to sit an examination may result in the Council withdrawing future course funding and/or requesting the refunding of financial assistance. Each case will be considered on an individual basis.

Sandbach Town Council operates a 'return of service agreement' as set out in the Employee Handbook. Any employee undertaking post-entry qualifications funded by the Council must be aware that, should they leave the Council's employment within 12 months of completion of the qualification, they will be required to repay a

proportionate level of the costs associated with the undertaking of such training. The employee will be asked to sign an agreement to this effect before the commencement of the training.

STUDY LEAVE

Employees who are given approval to undertake external qualifications are granted the following:

- Study time to attend day-release courses
- Time to sit examinations
- Study time of one day per examination (to be discussed and agreed by line manager in advance)
- Provision of study time must be agreed with the line manager prior to the course being undertaken.

SHORT COURSES / WORKSHOPS

Where attendance is approved at a short course, paid leave will be granted to employees. Members and staff attending approved short courses or workshops can expect the following to be paid:

- The course fee (usually invoiced following the event)
- Travelling expenses in accordance with the Council's current policy
- Subsistence in accordance with the Council's current policy

EVALUATION OF TRAINING

Records of all training undertaken by employees will be kept in the personnel files of each member of staff. As part of Sandbach Town Council's continuing commitment to training and development, members and employees are asked to provide feedback on the value and effectiveness of the training they undertake highlighting in particular the key implications of new legislation, guidance and/or best practice for the ongoing efficiency and effectiveness of the authority.

LINKING WITH OTHER COUNCIL POLICIES

Relationship with other Council policies:

- Equality of opportunity in all aspects of Member and officer development
- A training policy and training record for both Members and staff is a requirement for the accreditation of the national Local Council Award Scheme
- Risk Management Policy – a commitment to Training and Development greatly assists in achieving good governance and an effective system of Risk Management
- Health and Safety Policy – ongoing training and development is key to ensuring a positive approach to Health and Safety is embedded throughout the authority
- Volunteer Policy – to ensure that volunteers involved in Council run events / activities receive the necessary training for their role.

Undertaking training is a clear indication of Continuing Professional Development.

REPORTING ON PROGRESS

The Chief Officer will report annually to the Personnel Committee, detailing attendance at training over the year, as well as the inclusion of the member and staff evaluation of courses attended.

TEMPLATE TRAINING RECORD

NAME

COURSE PROVIDER

DATE

NO. OF HOURS

BUDGET

DRAFT

**BLANK
PAGE**

Ceri Lloyd
 Sandbach Town Council
 Sandbach Town Hall,
 High Street
 Sandbach
 Cheshire
 CW11 1AX

20th March 2023

Dear Colleague

CHALC AFFILIATION FEE INVOICE 2023-24

Please find enclosed the renewal documents for your Council's subscription to ChALC.

At the annual meeting in October 2022 the membership supported the 1p per elector increase in the fee from 36p to 37p per elector.

I am sure you realise how very important your continued support is to us. If it were not for your continued membership we would not be able to do what we do and I trust that you find our support for local councils, like yourselves, is of value. If I can be of assistance with any aspect of your renewal then please do not hesitate to contact me.

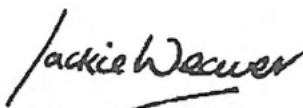
As members you have unlimited access to the members only areas of the ChALC and NALC websites. If you need help with the log on details please contact Nikki Roberts who will be pleased to advise.

You will see from the Invoice that we are able to receive your payment by BACS if that would be easier or more convenient for you and full details can be found there.

Whilst we do collect and hold your contact information we do not share it with any third parties and use it for the purposes of keeping you informed of relevant activities. Should you not wish us to retain this information then please contact Nikki Roberts.

I would just like to take this opportunity to say how very much we appreciate your continued support for the work we do with, and on behalf of, the Town and Parish Councils of Cheshire.

Yours sincerely



Jackie Weaver
 Chief Officer



Cheshire Association of Local
 Councils
 Park View Business Centre
 Combermere
 Whitchurch
 Shropshire
 SY13 4AL

01948 871314

www.ChALC.org.uk

COUNTY CHAIRMAN

Terry O'Neill
chair@chalc.org.uk

DEPUTY CHAIRMAN

Francis Tunney
Vice-chair@chalc.org.uk

CHIEF OFFICER

Jackie Weaver
jackieweaver@chalc.org.uk
 Mobile: 0789 1519558

ADMINISTRATION

Nikki Roberts
nikkiroberts@chalc.org.uk

Sharon Angus-
Crawshaw@chalc.org.uk

Cheshire Association of Local Councils Affiliation Fee 2023-24 - INVOICE



Sandbach Town Council
Ceri Lloyd
Sandbach Town Council
Sandbach Town Hall, High Street
Sandbach
Cheshire
CW11 1AX

SUBSCRIPTION FEE

Receipt Required?	YES/NO	£1510.87
-------------------	--------	----------

PLEASE MAKE **CHEQUES** PAYABLE TO:

Cheshire Association of Local Councils

Account No: 61050727

Sort Code: 08 90 57

And return with a copy of this invoice to the address below please.

FOR PAYMENTS BY **BACS** PLEASE COPY THIS INVOICE AND COMPLETE THE FOLLOWING:

DATE PAYMENT MADE:

YOUR REFERENCE:

And return with a copy of this invoice to the address below please.

OFFICE USE ONLY

Date Payment Received:	Cheque or BACS
Invoice filed:	ACT Updated:
LCR Subs activated:	

Cont/.

SUPPLEMENTARY INFORMATION

To ensure our records are up-to-date please can you confirm the following:-

Do you have the General Power of Competence? YES NO

What is your current Precept? £.....

What is your Council Web Address? www

COUNCIL CONTACT INFORMATION It is highly important that the information we hold about individuals is accurate and up-to-date. (Please provide on a supplementary sheet if easier)

NAMES	EMAIL ADDRESSES
Clerk:	
Chairman:	
Councillor:	
Councillor:	
Councillor:	
Councillor:	
Councillor:	
Councillor:	
Councillor:	
Councillor:	
Councillor:	
Councillor:	
Councillor:	
Councillor:	

N.B. ChALC uses the information provided to confirm individual membership; book people onto training courses, events, meetings and conferences; email general information, notices and guidance (such as the weekly bulletin to Clerks & Chairs), and to set password access to the member's area of the ChALC website. Through the action of providing contact details it is deemed that there is a consent for this information to be used for this purpose.

CHESHIRE ASSOCIATION OF LOCAL COUNCILS

Park View Business Centre, Combermere, Whitchurch, Shropshire, SY13 4AL
 Tel: 01948 871314 - www.chalc.org.uk - nikkirobertst@chalc.org.uk

BLANK
PAGE

Sandbach Town Council

List of BACS & Direct Debit Payments

Q4 2023/2024

Payment Date	BACS/DD	Supplier	Invoice Details	Invoice Date	Invoice No	Amount	RBS Pg
02/01/2024	DD	The Fuel Card People	Motor Expenses	31/12/2023	9006600123	£1.44	1233
02/01/2024	DD	Prism Solutions	Monthly Telephones	15/12/2023	190218	£190.36	1233
08/01/2024	DD	BT	Monthly Telephones	24/12/2023	M133 Q2	£89.44	1233
11/01/2024	DD	EE Limited	Market Mobile	16/01/2024	V02184336998	£23.27	1233
11/01/2024	DD	Evo Payments International	Card Machine Charges	31/12/2023	12-2023	£127.08	1233
11/01/2024	DD	West Merica Energy	Light & Heat TH	15/12/2023	11435634	£1,886.16	1233
11/01/2024	DD	West Merica Energy	Light & Heat	15/12/2023	11438957	£2,363.94	1233
11/01/2024	DD	West Merica Energy	ODDM Light & Heat	15/12/2023	11438958	£50.53	1233
11/01/2024	DD	West Merica Energy	Light & Heat Public Conv.	15/12/2023	11438960	£81.77	1233
11/01/2024	DD	West Merica Energy	IDM Light & Heat	15/12/2023	11438961	£1,213.03	1233
19/01/2024	BACS	ANSA Environmental Services	Ranger Services	08/12/2023	11700192477	£853.20	1235
19/01/2024	BACS	Apple Safety Services Limited	Training	21/11/2023	2813	£260.00	1235
19/01/2024	BACS	Autocentre Station Yard	Motor Expenses	18/12/2023	36	£120.00	1235
19/01/2024	BACS	Bach 95 Limited	Bar Purchases	15/12/2023	INV-0923	£37.44	1235
19/01/2024	BACS		Market Duties	29/12/2023	73	£60.00	1235
19/01/2024	BACS	Beartown Brewery Ltd	Bar Purchases	15/12/2023	59924	£21.07	1235
19/01/2024	BACS	Reach For The Broom Cleaning & Hygiene	P/Conv Cleaning	04/01/2024	JANUARY2024	£1,162.50	1235
19/01/2024	BACS	Cheshire Association of Local Councils	Training	05/12/2023	289	£90.00	1236
19/01/2024	BACS	Cheshire East Borough Council	Enterprise Rent	18/12/2023	11700192816	£1,187.00	1236
19/01/2024	BACS	Design Office UK Ltd	Website Maintenance	15/12/2023	38183	£117.00	1236
19/01/2024	BACS	FLEXTEL LTD.	Admin Telephones	03/01/2024	89107	£30.00	1236
19/01/2024	BACS	FLEXTEL LTD.	Admin Telephones	03/01/2024	89125	£171.40	1236
19/01/2024	BACS	Gaskells Waste Services	Waste Disposal	31/12/2023	P619192	£952.80	1236
19/01/2024	BACS	Hops and Barley LTD	Bar Purchases Credit	19/12/2023	20032	-£6.95	1236
19/01/2024	BACS	Hops and Barley LTD	Bar Purchases	15/12/2023	211094	£673.01	1236
19/01/2024	BACS	Hops and Barley LTD	Bar Purchases	19/12/2023	211701	£224.61	1236
19/01/2024	BACS	Hops and Barley LTD	Bar Purchases	19/12/2023	211715	£7.73	1236
19/01/2024	BACS	NPT Electrical Services Ltd	Christmas Lights Repairs	05/01/2024	INV05012024	£105.00	1237
19/01/2024	BACS	Phoenix Renewable Technologies Ltd	TH Heating Repairs	01/12/2023	PRT-13352	£426.18	1237
19/01/2024	BACS	Phoenix Renewable Technologies Ltd	TH Repairs	01/12/2023	PRT-13353	£210.00	1237



Payment Date	BACS/DD	Supplier	Invoice Details	Invoice Date	Invoice No	Amount	RBS Pg
19/01/2024	BACS	PPL PRS LTD	Music Licence	09/01/2024	SIN2604006	£1,696.35	1237
19/01/2024	BACS	STAFFORDSHIRE REELS ON WHEELS	Cinema Costs	09/01/2024	SI-595	£205.00	1237
19/01/2024	BACS	STAFFORDSHIRE REELS ON WHEELS	Cinema Costs	11/01/2024	SI-611	£205.00	1237
19/01/2024	BACS	Skyguard Limited T/A PeopleSafe	Security	05/01/2024	C143872	£560.30	1237
19/01/2024	BACS	Spotless Commercial Cleaning	Monthly Cleaning	31/12/2023	SIN298322	£1,783.90	1237
19/01/2024	BACS	Waterplus	Water charges	03/01/2024	INV04368713	£11.13	1238
19/01/2024	BACS	Waterplus	Water Charges	04/01/2024	INV04387292	£342.61	1238
25/01/2024	DD	Prism Solutions	Monthly ICT Support Packages	25/01/2024	191571	£1,254.79	1234
26/01/2024	BACS	ANSA Environmental Services	Small Common Refurb	01/12/2023	11700180986	£549.86	1239
26/01/2024	BACS	ANSA Environmental Services	Ranger Services	18/01/2024	11700198001	£450.48	1239
26/01/2024	BACS	Cheshire East Borough Council	Enterprise Rent	18/01/2024	11700198054	£1,187.00	1239
26/01/2024	BACS	Dutton Contractors Ltd	Xmas Mkt Costs	08/12/2023	22235	£1,728.00	1239
26/01/2024	BACS	Prism Solutions	General Repairs	15/01/2024	191673	£524.53	1239
26/01/2024	BACS	STAFFORDSHIRE REELS ON WHEELS	Cinema Costs	16/01/2024	SI-623	£182.70	1239
26/01/2024	BACS	STAFFORDSHIRE REELS ON WHEELS	Cinema Costs	16/01/2024	SI-632	£50.10	1239
29/01/2024	DD	The Fuel Card People	Motor Expenses	21/01/2024	9006701918	£95.05	1234
01/02/2024	DD	Prism Solutions	Monthly Telephones	16/01/2024	191889	£190.36	1240
02/02/2024	BACS	Alpha (A Jones)	PAT Testing	22/01/2024	592524	£176.50	1241
02/02/2024	BACS	Blitz Fireworks Ltd	Christmas Lights	02/01/2024	SI-1137	£234.00	1241
02/02/2024	BACS	Phoenix Renewable Technologies Ltd	Heating repairs TH	19/01/2024	PRT-13765	£511.58	1241
02/02/2024	BACS	Society of Local Council Clerks	Subscriptions	24/01/2024	MEM247762-1	£229.00	1241
07/02/2024	DD	BT	Monthly Telephones & BB	24/01/2024	M134 UJ	£334.41	1240
09/02/2024	BACS	Kevin Ballard	Mkt Casuals	31/01/2024	74	£120.00	1242
09/02/2024	BACS	Hops and Barley LTD	Bar Purchases Credit	31/01/2024	20564	-£73.19	1242
09/02/2024	BACS	Hops and Barley LTD	Bar Purchases	31/01/2024	215897	£153.65	1242
09/02/2024	BACS	STAFFORDSHIRE REELS ON WHEELS	Cinema Costs	28/01/2024	SI-639	£50.10	1242
09/02/2024	BACS	Rentokil Pest Control	Waste Disposal	26/01/2024	22084862	£343.13	1242
09/02/2024	BACS	Spotless Commercial Cleaning	Monthly Cleaning	31/01/2024	SIN299512	£1,783.90	1242
12/02/2024	DD	Evo Payments International	Card Machine Charges	31/01/2024	01-2024	£111.41	1240
12/02/2024	DD	The Fuel Card People	Motor Expenses	31/01/2024	9006784515	£1.44	1240
12/02/2024	DD	West Merica Energy	Light & Heat	16/01/2024	11448059	£2,528.00	1240
12/02/2024	DD	West Merica Energy	Light & Heat	16/01/2024	11448061	£82.40	1240
12/02/2024	DD	West Merica Energy	Light & Heat	16/01/2024	11448062	£1,231.02	1240
12/02/2024	DD	West Merica Energy	Light & Heat	16/01/2024	11451936	£61.26	1240

Payment Date	BACS/DD	Supplier	Invoice Details	Invoice Date	Invoice No	Amount	RBS Pg
12/02/2024	DD	West Merica Energy	Light & Heat	17/01/2024	11455687	£2,204.95	1240
15/02/2024	DD	EE Limited	Market Mobile	07/02/2024	V02194173325	£23.27	1240
16/02/2024	BACS	AES Electrical & Compliance Services Ltd	THall Maintenance	06/02/2024	INV-1741	£1,059.52	1243
16/02/2024	BACS	Reach For The Broom Cleaning & Hygiene	P/Conv monthly cleaning	03/02/2024	STC022024	£1,162.50	1243
16/02/2024	BACS	FLEXTEL LTD.	Monthly Admin Telephones	03/02/2024	89981	£30.00	1243
16/02/2024	BACS	FLEXTEL LTD.	Monthly Admin Telephones	03/02/2024	90001	£169.67	1243
16/02/2024	BACS	HIPSWING ENTERTAINMENTS LTD	General Repairs	02/02/2024	INV-16365	£1,800.00	1243
16/02/2024	BACS	Cheshire Mascots	Events Costs	07/02/2024	1	£300.00	1243
16/02/2024	BACS	Waterplus	Water Charges	04/02/2024	INV04662548	£342.61	1243
23/02/2024	BACS	Acorn	Counselling sessions [A]	29/03/2021	30627	£204.00	1245
23/02/2024	BACS	Acorn	Assessment	09/02/2024	42204	£1,326.00	1245
23/02/2024	BACS	Acorn	Credit Note - against Inv30627	20/10/2021	CN32529	-£204.00	1245
23/02/2024	BACS	Design Office UK Ltd	Receipt books	13/02/2024	38337	£292.80	1245
23/02/2024	BACS	Gaskells Waste Services	Waste disposal	31/01/2024	P624030	£806.40	1245
23/02/2024	BACS	Nabma	Market Training	08/02/2024	477	£1,500.00	1245
23/02/2024	BACS	VIKING	Equip.renewals/Marketing/PConv	12/02/2024	3767546	£179.66	1245
23/02/2024	BACS	VIKING	THall Marketing	14/02/2024	3781681	£12.59	1245
23/02/2024	BACS	VIKING	Equipment Renewals	14/02/2024	3781682	£55.79	1245
26/02/2024	DD	Prism Solutions	ICT Support & Packages	26/02/2024	193347	£1,281.07	1244
01/03/2024	BACS	Cheshire East Borough Council	Enterprise Rent	16/02/2024	11700208398	£1,187.00	1246
01/03/2024	BACS	Claymore Business Machines Limited	Photocopying	22/02/2024	54703	£114.14	1246
01/03/2024	BACS	Claymore Business Machines Limited	Photocopying	22/02/2024	54704	£201.91	1246
01/03/2024	BACS	Hops and Barley LTD	Bar Purchases	20/02/2024	218006	£275.30	1246
01/03/2024	BACS	Hops and Barley LTD	Bar Purchases	21/02/2024	218049	£51.55	1246
01/03/2024	BACS	Hops and Barley LTD	Bar Purchases Credit	21/02/2024	CN020828	-£57.31	1246
01/03/2024	DD	Prism Solutions	Monthly Telephones	16/02/2024	193762	£190.36	1247
01/03/2024	BACS	STAFFORDSHIRE REELS ON WHEELS	Cinema Costs	20/02/2024	SI-643	£205.00	1246
01/03/2024	BACS	Smith of Derby Ltd	Maintenance	14/02/2024	31243	£352.80	1246
01/03/2024	BACS	Waterplus	Rates & Water	17/02/2024	INV04858121	£16.16	1246
08/03/2024	BACS	AES Electrical & Compliance Services Ltd	TH Maintenance	26/02/2024	INV-1797	£350.40	1248
08/03/2024	BACS	Kevin Ballard	ODM Casuals	29/02/2024	75	£300.00	1248
08/03/2024	BACS	Cheshire Association of Local Councils	Training	29/02/2024	376	£50.00	1248
08/03/2024	BACS	Cheshire Property Surveyors Limited	Shop Units Expenditure	28/02/2024	28FEB24	£1,000.00	1248
08/03/2024	BACS	HIPSWING ENTERTAINMENTS LTD	Community Events Costs	27/02/2024	INV-16466	£1,804.80	1248

Payment Date	BACS/DD	Supplier	Invoice Details	Invoice Date	Invoice No	Amount	RBS Pg
08/03/2024	BACS	Spotless Commercial Cleaning	Monthly Cleaning	29/02/2024	SIN300742	£1,783.90	1248
08/03/2024	BACS	Spotless Commercial Cleaning	Cleaning Supplies	29/02/2024	SIN300891	£201.20	1248
08/03/2024	BACS	Utility Aid Ltd	TH Survey	20/02/2024	2040888	£1,848.00	1248
08/03/2024	BACS	W-Heat Ltd	THall Maintenance	29/02/2024	16894	£216.00	1249
11/03/2024	DD	BT	Monthly telephones & BB	24/02/2024	M135 YJ	£152.20	1247
11/03/2024	DD	The Fuel Card People	Motor Expenses	29/02/2024	9006964984	£1.44	1247
12/03/2024	DD	Evo Payments International	Card Machine charges	29/02/2024	02-2024	£114.12	1247
14/03/2024	DD	West Merica Energy	Light & Heat	15/02/2024	11460953	£2,437.60	1247
15/03/2024	BACS	Citron Hygiene UK Limited	Waste Disposal	01/02/2024	CN30335401	£5.92	1249
15/03/2024	BACS	Citron Hygiene UK Limited	Waste Disposal	04/03/2024	CN30347720	£4.61	1249
15/03/2024	BACS	Countyloos Ltd	Community Events Costs	04/03/2024	21328	£120.00	1249
15/03/2024	DD	EE Limited	Market Mobile	07/03/2024	V02204039643	£23.27	1252
15/03/2024	BACS	FLEXTEL LTD.	Admin Telephones	03/03/2024	90851	£30.00	1249
15/03/2024	BACS	FLEXTEL LTD.	Admin Telephones	03/03/2024	90869	£178.62	1249
15/03/2024	BACS	Gaskells Waste Services	Waste Disposal	29/02/2024	P628550	£788.88	1249
15/03/2024	BACS	STAFFORDSHIRE REELS ON WHEELS	Cinema Costs	03/03/2024	SI-663	£217.80	1249
15/03/2024	BACS	Tunncliffe Labels & Signs	IDM Advertising	22/02/2024	INV42344	£178.93	1250
15/03/2024	BACS	Waterplus	TH Water Charges	28/02/2024	INV04916656	£436.33	1250
18/03/2024	DD	West Merica Energy	Light & Heat	19/02/2024	11464424	£76.83	1247
18/03/2024	DD	West Merica Energy	Light & Heat	19/02/2024	11464425	£1,098.70	1247
18/03/2024	DD	West Merica Energy	Light & Heat	19/02/2024	11467971	£41.76	1247
22/03/2024	BACS	Autocentre Station Yard	Motor expenses	05/03/2024	10	£360.00	1251
22/03/2024	BACS	Reach For The Broom Cleaning & Hygiene	P/Conv Cleaning	10/03/2024	STC032024	£1,162.50	1251
22/03/2024	BACS	Cumberbirch Construction	Small Common Car Park	12/03/2024	044/24	£18,035.98	1251
22/03/2024	BACS	The Leaflet Team	Community Events Costs	29/02/2024	TKD01393	£441.00	1251
22/03/2024	BACS	The Leaflet Team	ODM AAdvertising	07/03/2024	TKD01396	£441.00	1251
25/03/2024	DD	Prism Solutions	Monthly ICT Support	25/03/2024	194940	£1,281.07	1253
25/03/2024	DD	West Merica Energy	Light & Heat	23/02/2024	11469319	£2,521.78	1253
28/03/2024	BACS	21CC Group Ltd	D-Day Beacon	20/03/2024	INV-416795	£658.80	1254
28/03/2024	BACS	Design Office UK Ltd	Market Hall Advertising	14/03/2024	38434	£1,447.20	1254
28/03/2024	BACS	Everything Branded Ltd	ODM Advertising	20/03/2024	CAD083896	£966.72	1254
28/03/2024	BACS	Furniture at Work Ltd	Equipment Renewals	01/03/2024	INV0604442	£220.80	1254
28/03/2024	BACS	NPT Electrical Services Ltd	TH/ODM/IDM Maintenance	18/03/2024	180324/02	£250.00	1254
28/03/2024	BACS	NPT Electrical Services Ltd	Community Events Costs	18/03/2024	INV180324/01	£200.00	1254

Payment Date	BACS/DD	Supplier	Invoice Details	Invoice Date	Invoice No	Amount	RBS Pg
28/03/2024	BACS	Pickering Lifts	TH Maintenance	26/02/2024	J1416590	£180.00	1254
28/03/2024	BACS	STAFFORDSHIRE REELS ON WHEELS	Cinema Costs/Film hire	17/03/2024	SI-670	£210.00	1254
28/03/2024	BACS	STAFFORDSHIRE REELS ON WHEELS	Cinema Costs/Royalties	17/03/2024	SI-679	£147.00	1254
28/03/2024	BACS	STAFFORDSHIRE REELS ON WHEELS	Cinema Costs/Film Hire	19/03/2024	SI-680	£390.00	1255
28/03/2024	BACS	Waterplus	Water Charges	06/03/2024	INV05011477	£603.31	1255

BLANK
PAGE

Date: 30/04/2024

Sandbach Town Council

Time: 13:09

Credit Card

List of Payments made between 01/01/2024 and 31/03/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
06/01/2024	Dropbox International	09775089	71.05		Dropbox Subscription
14/01/2024	Soundtrack Your Brand	03068055	39.00		Soundtrack Your Brand
21/01/2024	ZOOM.US	15979584	12.99		ZOOM.US
30/01/2024	Bridebook	09281457	307.80		Bridebook
30/01/2024	Amazon	15791705	17.98		General Repairs
05/02/2024	Rhino Safety	79724792	29.40		Training
06/02/2024	Dropbox International	09424083	71.05		Dropbox International
14/02/2024	Soundtrack Your Brand	88462051	39.00		Soundtrack Your Brand
21/02/2024	ZOOM.US	18582593	12.99		Zoom
05/03/2024	Bridebook	22168770	-307.80		Subscriptions Refund
06/03/2024	Dropbox International	11349087	71.05		Dropbox Subscription
08/03/2024	Adobe Systems Software	94021925	119.21		Adobe Subscription
14/03/2024	Soundtrack Your Brand	87789055	39.00		Soundtrack Your Brand
20/03/2024	Wonderwall Products Limited	10701997	289.20		Noticeboard
21/03/2024	ZOOM.US	32281680	12.99		ZOOM Subscription
21/03/2024	Amazon	01010273	113.99		TH/Admin Items
Total Payments			<u>938.90</u>		

BLANK
PAGE

List of Payments made between 01/01/2024 and 31/03/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/01/2024	Cheshire East Council	25721	655.00		Business Rates
02/01/2024	Cheshire East Council	25722	304.00		Business Rates
02/01/2024	Cheshire East Council	25723/24	403.00		Business Rates
02/01/2024	Prism Solutions	25720	190.36		Monthly Telephones
02/01/2024	The Fuel Card People	25741	1.44		Motor Expenses
04/01/2024	Legal and General	25728	214.86		Insurance
08/01/2024	BT	25742	89.44		Monthly Telephones
11/01/2024	Evo Payments International	25751	127.08		Card Machine Charges
11/01/2024	West Merica Energy	25755	5,595.43		Light & Heat Public Conv.
11/01/2024	EE Limited	25765	23.27		Market Mobile
15/01/2024	Natwest Bank	25763	28.40		Bankline Charges
15/01/2024	Monthly Payroll	25764	24,904.36		STC Salaries
19/01/2024	BACS P/L Pymnt Page 1235	BACS Pymnt	11,506.28		BACS P/L Pymnt Page 1235
25/01/2024	Prism Solutions	25814	1,254.79		Monthly ICT Support Packages
26/01/2024	ICO	25829	35.00		ICO Renewal
26/01/2024	BACS P/L Pymnt Page 1239	BACS Pymnt	4,672.67		BACS P/L Pymnt Page 1239
26/01/2024	██████████	25823	84.00		THall Events Costs
26/01/2024	Frank Roberts Bakery Band	25828	50.00		Deposit Refund
29/01/2024	Credit Card	25834	410.83		C/Card Transfer
29/01/2024	The Fuel Card People	25833	95.05		Motor Expenses
31/01/2024	Natwest Bank	25842	30.77		Bank Charges
31/01/2024	HMRC	25843	8,097.59		HMRC JAN24
31/01/2024	Cheshire Pension Fund	BACS	5,986.76		CPF JAN24
31/01/2024	PayPal	PPFEE	4.89		Paypal Fees
31/01/2024	PayPal	PPFEE	-4.89		PayPal Fees
01/02/2024	Cheshire East Council	25851/52	403.00		Business Rates
01/02/2024	Prism Solutions	25850	190.36		Monthly Telephones
02/02/2024	BACS P/L Pymnt Page 1241	BACS Pymnt	1,151.08		BACS P/L Pymnt Page 1241
07/02/2024	BT	25878	334.41		Monthly Telephones & BB
09/02/2024	BACS P/L Pymnt Page 1242	BACS Pymnt	2,377.59		BACS P/L Pymnt Page 1242
12/02/2024	Evo Payments International	25893	111.41		Card Machine Charges
12/02/2024	The Fuel Card People	25894	1.44		Motor Expenses
12/02/2024	West Merica Energy	25904	6,107.63		Light & Heat
15/02/2024	Natwest Bank	25908	21.20		Bank Charges
15/02/2024	Monthly Salaries	25909	24,604.25		Salaries FEB24
15/02/2024	EE Limited	25910	23.27		Market Mobile
16/02/2024	██████████	25920	50.00		Damage Dep Refund
16/02/2024	BACS P/L Pymnt Page 1243	BACS Pymnt	4,864.30		BACS P/L Pymnt Page 1243
19/02/2024	Central Cheshire Buddy Scheme	25927	496.00		Community Grant
19/02/2024	The sandbach Partnership	25928	1,500.00		Community Grant
19/02/2024	Minrva Arts	25929	1,500.00		Community Grant
23/02/2024	BACS P/L Pymnt Page 1245	BACS Pymnt	4,173.24		BACS P/L Pymnt Page 1245
23/02/2024	Amazon	25944	30.23		TH Marketing
26/02/2024	Prism Solutions	25955	1,281.07		ICT Support & Packages
28/02/2024	Credit Card	25960	448.82		Credit Card
29/02/2024	Natwest Bank	25968	31.11		Bank Charges
29/02/2024	HMRC	25969	8,271.92		HMRC FEB24

Date: 30/04/2024

Sandbach Town Council

Time: 13:08

Current/Reserve Bank A/c's

List of Payments made between 01/01/2024 and 31/03/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
29/02/2024	Cheshire Pension Fund	25970	6,060.25		Pension FEB24
01/03/2024	BACS P/L Pymnt Page 1246	BACS Pymnt	2,346.55		BACS P/L Pymnt Page 1246
01/03/2024	Prism Solutions	25981	190.36		Monthly Telephones
04/03/2024	DVLA	BACS	320.00		Motor Expenses
04/03/2024	Legal & General	25989	183.09		Insurance
08/03/2024	██████████	26011	48.50		DMG DEP Refund
11/03/2024	The Fuel Card People	26022	1.44		Motor Expenses
11/03/2024	BT	26023	152.20		Monthly telephones & BB
12/03/2024	Evo Payments International	26026	114.12		Card Machine charges
14/03/2024	West Merica Energy	26039	2,437.60		Light & Heat
15/03/2024	BACS P/L Pymnt Page 1248	BACS Pymnt	9,515.39		BACS P/L Pymnt Page 1248
15/03/2024	EE Limited	26051	23.27		Market Mobile
15/03/2024	Natwest Bank	26042	18.40		Bankline Charges
15/03/2024	MAR24 Salaries	26044	25,500.77		MAR24 Salaries
18/03/2024	West Merica Energy	26058	1,217.29		Light & Heat
18/03/2024	Public Works Loan	26057	2,467.11		Public Works Loan
22/03/2024	BACS P/L Pymnt Page 1251	BACS Pymnt	20,440.48		BACS P/L Pymnt Page 1251
25/03/2024	Prism Solutions	26077	1,281.07		Monthly ICT Support
25/03/2024	West Merica Energy	26078	2,521.78		Light & Heat
28/03/2024	Travelling Expenses	26098	184.80		Travelling Expenses
28/03/2024	██████████	26100	50.00		DMG Dep Refund
28/03/2024	Natwest Bank	26091	27.57		Bank Charges
28/03/2024	HMRC	26092	8,514.79		MAR24 Contributions
28/03/2024	Cheshire Pension Fund	26103	6,145.48		MAR24 Pension Contributions
28/03/2024	BACS P/L Pymnt Page 1254	BACS Pymnt	5,273.83		BACS P/L Pymnt Page 1254
Total Payments			<u>217,768.85</u>		

Petty Cash

List of Payments made between 01/01/2024 and 31/03/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
04/01/2024	MORRISONS	PC2310/01	1.00		Stationery
09/01/2024	MORRISONS	PC2310/02	1.55		Refreshment Purchases
11/01/2024	MORRISONS	PC2310/03	1.00		Stationery
18/01/2024	MORRISONS	PC2310/04	1.00		Stationery
22/01/2024	Handy Household	PC2310/05	12.07		THall Events Costs
25/01/2024	MORRISONS	PC2310/06	1.00		Stationery
26/01/2024	Handy Household	2310/07	7.99		Bar Supplies
31/01/2024	MORRISONS	PC2310/08	4.00		Bar Purchases
31/01/2024	B&M	PC2310/09	5.50		Bar Supplies
31/01/2024	Aldi	PC2310/10	5.57		Bar Supplies
01/02/2024	MORRISONS	PC2311/01	1.20		Stationery
02/02/2024	S Ryder	PC2311/05	4.00		Community Events Costs
03/02/2024	Savers	PC2311/02	9.48		THall Maintenance
07/02/2024	MORRISONS	PC2311/06	1.30		Refreshment Purchases
08/02/2024	MORRISONS	PC2311/03	1.20		Stationery
13/02/2024	Phil's Sweets	PC2311/04	20.00		Community Events Costs
13/02/2024	Handy Household	PC2311/07	1.29		Community Events Costs
15/02/2024	MORRISONS	PC2311/08	1.20		Stationery
15/02/2024	B&M	PC2311/09	29.75		Community Events Costs
15/02/2024	OXFAM	PC2311/10	1.99		Community Events Costs
19/02/2024	Handy Household	PC2311/11	4.56		Community Events Costs
22/02/2024	MORRISONS	PC2311/12	1.20		Stationery
23/02/2024	Iceland Foods Ltd.	PC2311/13	33.50		Refreshment Purchases
27/02/2024	Handy Household	PC2311/14	3.69		Maintenance
29/02/2024	MORRISONS	PC2311/15	1.20		Stationery
01/03/2024	Handy Household	PC2312/01	7.68		Community Events Costs
07/03/2024	MORRISONS	PC2312/02	1.20		Stationery
21/03/2024	MORRISONS	PC2312/03	1.20		Stationery
22/03/2024	Clem's Traditional Greengrocer	PC2312/04	3.50		Bar Supplies
27/03/2024	MORRISONS	PC2312/05	1.55		Refreshment purchases
27/03/2024	Handy Household	PC2312/06	4.99		TH Maintenance
28/03/2024	MORRISONS	PC2312/07	1.20		Stationery
Total Payments			177.56		

BLANK
PAGE