

# **Minutes of the Deepway Centre Trust AGM** **held on the 28<sup>th</sup> April 2021 via Teams online**

## **1. Welcome by Caroline Aird**

Caroline welcomed all to the AGM.

Caroline cover the housekeeping including the muting of microphones and raise hand function.

In total there were 10 people in attendance at the meeting.

## **2. Apologies**

Sharon May

## **3. Minutes of AGM 14<sup>th</sup> October 2020**

Minutes accepted

## **4. Financial report by Clare Hobbs for year ending 31<sup>st</sup> January 2021**

Administrator Clare Hobbs presented the accounts for the year ending 31 January 2021 which had been

Inspected by James Banks FCA - Managing Partner of Hammet Spire Accountants.

Clare Highlighted specific points in the accounts namely:

- Accounts are for period 01/02/20 - 31/01/2021
- The DCT received a Covid grant of 10k from TDC which has meant with the income from Pre-school and the kind donations from the uniform groups, collectively this has exceeded the income budget for the year.

- SWW increase is due to the DC being taken off the septic tank and moved to the mains. SWW confirmed it takes approximately 6 months for the billing process to catch up so this increase was expected.
- Monies spent - New fire doors £2425.80, Drainage in garden £930.67, Refurbishment to Gents toilets £6376.52 This invoice was paid in this year's accounts however the grants have been paid in 2021/2022 financial year (£2500.00 from Rural aid grant, £500.00 grant from the PC and £467.00 of a previous grant that wasn't used and was held by the PC)
- Healthy balance of £38361 at year end, overall a good financial year.
- Thank you to James Banks from Hammett Spire for inspecting the accounts
- The Accounts will now be submitted to the Charity Commission.
- No further Covid grants could be claimed for subsequent lockdowns.

No questions asked

Unanimous vote to confirm accounts for 2020/2021 **AGREED**

## **5. Chairman's report by Caroline Aird**

*Thank you to all Trustees, especially for the work that has gone into the refurbishment of the Gents toilets and securing the ageing grant offer. Quality finish and an accessible toilet available to users.*

*It has been a settled period with mainly the Pre-school using the DC. The building is in good shape and it is working well with Ashton's.*

*It is now time for existing Board members to stand down and we will invite nominations from those wishing to stand as Community Trustees.*

## **6. Appointment of Trustees**

The representatives for the user groups were confirmed as:

- Exminster Pre-School – Leah Barnes
- Scouting and Guiding – David Allard
- Parish Council – Kevin Smith

## **7. Election of community Trustees**

There were 5 nominations for the 5 community Trustees vacancies, namely Caroline Aird, Michela Petherick, Gary Rowe, Lydia Vanstone, and Christopher Walledge.

The five trustees that were duly appointed to the trust were:

- Caroline Aird
- Michela Petherick
- Gary Rowe
  
- Lydia Vanstone
- Christopher Walledge

## **8. Other Business**

Josie Walledge thanked the trust and Clare for all their hard work.

**Caroline Aird thanked everyone and then closed the meeting at 8.00pm**

***Josie Walledge then left the meeting and the Chairman and Vice Chairman were elected.***

### **Election of Chairman and Vice Chairman**

Chairman – Chris Walledge and Gary Rowe proposed Caroline Aird. Caroline Aird confirmed as Chairman

Vice Chairman - Michaela Petherick and Gary Rowe proposed Chris Walledge. Chris Walledge confirmed as Vice Chairman.

**Meeting finished at 8.04pm**

## **The Deepway Centre Trust**

### **Independent Examiner's Report to the Trustees of The Deepway Centre Trust**

I report to the trustees on my examination of the accounts of The Deepway Centre Trust ('the charity') for the year ended 31 January 2021 which comprise the summary of receipts and payments and the statement of assets and liabilities.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

#### **Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the accounts do not accord with those records.

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



**James Robert Banks**  
Qualified member of the ICAEW  
Hammett Spire LLP

21 Heavitree Road  
Exeter  
Devon  
EX1 2LD

19 May 2021

# The Deepway Centre Trust

## Receipts and Payments Accounts: Year ended 31 January 2021

### Receipts and payments account

#### Year ended 31 January 2021

	2021	2020
	£	£
<b>RECEIPTS</b>		
Fees and bookings	20581	26315
Bank interest (CCLA)	43	39
Grants	10000	0
Storage	480	0
Other	200	204
	<u>31304</u>	<u>26558</u>
<b>PAYMENTS</b>		
Cleaning (wages)	2836	2266
Cleaning (materials)	1178	861
Heat & light	1129	1341
Waste removal	823	1970
Water & sewerage	1277	453
Telephone expenses	403	472
Routine maintenance	763	399
Hall Manager (contractor)	3888	3888
Stationery & copying	32	61
Insurance	747	741
Lease	1	1
Major capital replacement	9733	0
Sundries	409	143
	<u>23219</u>	<u>12596</u>
<b>Surplus / (Deficit) for the year</b>	<u>8085</u>	<u>13962</u>
Reserves at 1 February	30276	16314
Reserves at 31 January	<u>38361</u>	<u>30276</u>

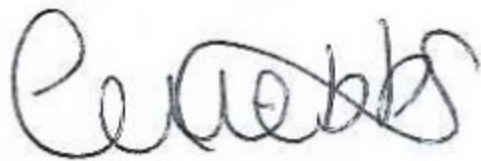
**The Deepway Centre Trust**  
**Receipts and Payments Accounts: Year ended 31 January 2021**

**Statement of assets and liabilities**  
**As at 31 January 2021**

	2021 £	2020 £
<b>CASH AT BANK</b>		
Current account	4866	17824
Deposit account	33585	12542
	<u>38451</u>	<u>30366</u>
 Key deposits		
	80	80
	1	1
	5	5
	5	5
	<u>90</u>	<u>90</u>
 <b>Reserves at 31 January</b>	 <u><b>38361</b></u>	 <u><b>30276</b></u>

I have prepared the accounts from the bank statements, invoice and payment records

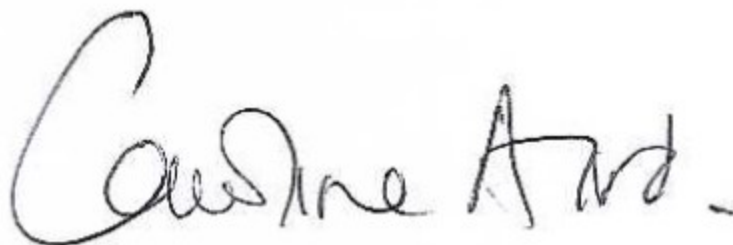
**C Hobbs**  
Hall Manager



Date: 1/5/21

Approved and signed on behalf of the trustees:

**Trustee**



Date: 10.5.21.

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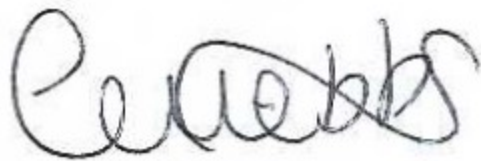
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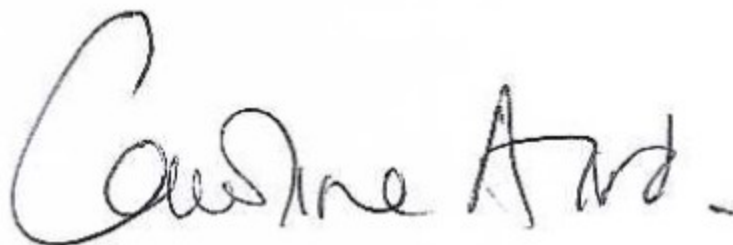
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