

9 The Spinney

Epsom

Surrey

26 September 2025

### **Nork Community Association – Accounts**

I have examined the accounts of the Association for the year ending

31<sup>st</sup> December 2024. In making this review I have

1. Compared the accounts with the book keeping records held by the Treasurer.
2. Checked that the bank statements agree with these records
3. Examined a sample of invoices for expenditure items

Nothing has come to my attention that would give me cause to doubt the veracity of the accounts or to question the way in which the books have been kept.

Gary Mann

Management Consultant

## NORK COMMUNITY ASSOCIATION

### Income & Expenditure Account for the twelve months to 31 December 2024

	2023 £	2024 £
<b>INCOME</b>		
Hire Income	76,491.57	76,043.66
Hire Refunds	10,322.50	7,989.25
Net Income from Hire	66,169.07	68,054.41
Sports & Social Sections	7,415.50	6,803.50
Sundry Income	0.00	25.00
Interest Received	888.24	1,832.95
<b>TOTAL INCOME</b>	<b>74,472.81</b>	<b>76,715.86</b>
<b>OPERATING EXPENSES</b>		
Council Tax	181.76	357.14
Maintenance & Repairs	26,310.38	14,774.30
Cleaning & Wages	7,040.48	6,294.42
Utilities	4,048.06	5,483.01
Sundry Expenses	292.09	3,960.02
Transfer to NPSC	27,304.38	8,719.31
Bank Charges	<u>73.16</u>	<u>83.88</u>
<b>TOTAL OPERATING EXPENSES</b>	<b>65,250.31</b>	<b>39,672.08</b>
<b>NET INCOME OVER EXPENDITURE</b>	<b>9,222.50</b>	<b>37,043.78</b>

## BALANCE SHEET

Year ending 31 December 2024

	£		£
<b>CAPITAL ACCOUNT</b>	120,359.00	<b>FIXED ASSETS</b>	
Add profit for year	<u>37,043.00</u>	Building	35,400.00
	157,402.00		
		<b>CURRENT ASSETS</b>	
		Current A/C	3,308.00
		Deposit A/C	118,112.00
		Investment A/C	582.00
		Petty Cash	<u>0.00</u>
			<b>157,402.00</b>

# **NORK COMMUNITY ASSOCIATION**

## **MANAGEMENT COMMITTEE REPORT**

**March 2024 - March 2025**

Another year has passed with plenty to do and too few volunteers to help, although we have coped and hopefully the many thousands of people who have utilised our premises have enjoyed their chosen activity on this now our 73rd year. There does appear to be ever more work to undertake on what is a 63 year old building and even more regulations to adhere to.

The premises are cleaned daily by Kelly, Lisa and also at times Gill and myself during holidays, sickness periods or emergencies. A big thank you to all 3 ladies for their hard work, patience and putting up with my pedantic nature, or as one commented, being anal.

A deep clean was undertaken earlier in the year by Kelly and Lisa with a scrupulous clean of the cooker by Gill. Last month I balanced the vacuum on top of two tables to attempt the removal of cobwebs and dust as high up as was possible to reach. It is considered that a scaffold tower would be needed to complete the task and also to do remedial work on the lights and glitter ball.

A conifer tree was removed along the front path as well as the stump and roots by Massa as it was damaging the path. The concrete path was reinstated.

Excavation work was undertaken at the rear of the premises to facilitate a new path to make it safer for evacuation of the premises from the fire exit should there be an emergency.

Motion sensor lighting was also replaced by Glen front and back along with other new fluorescent tubes inside the building and, in particular, new LED lighting for the stage.

Also installed in the main hall were two theatre stage spotlights, professionally fitted by 'Jay' a club member.

Lloyd completed an EICR test for the entire building last year, which is a legal requirement every 5 years. Also, more recently, a PAT test on all the Association's electrical equipment was undertaken.

All other regulatory work has been completed which includes Fire Safety equipment such as extinguishers, fire and smoke alarms.

We had a leak from the central heating system in the main hall which was repaired with new pipework and valves. The paintwork was damaged although luckily there wasn't any damage to the refurbished floor.

There has been an intermittent problem with the heating which has been turning itself off. This has resulted in panic phone calls and more disruption to either my leisure time or that of Rob and Kelly.

Other work undertaken is regular car park litter picking with help at times by Nelu who has also assisted with repairs to fixtures and fittings. In the summer months we have fortnightly grass cutting by a professional gardener and also on a few occasions, Tom has instructed some men to do this for no charge. The roadside sign was taken down and made safe and rubbish cleared by Massa.

All the fascias and soffits have been replaced and guttering repaired. The domed wooden arches front and rear have been painted and the rear porch has been repaired and new roof lining installed.

There is always something to do whether it be to change batteries in a clock, regularly reset the timer for the car park lamps, tighten a screw, purchase supplies, turn the heating down for strenuous activities or up for more sedentary ones. But with the help of many of those mentioned I believe we are coping (just about).

**Bookings** for the facilities have gone well with 22 regular weekly slots booked and 20 different activities taking place for all ages and abilities. As well as the regular hires there were charitable events, local association's AGMs and meetings. The premises were used for local elections and film location work.

The Social Section have used the hall/s for various entertainment evenings as well as the annual Children's Christmas party with 5 more dates booked already this year. Also a pro/am group have had 4 bookings for their shows with more dates scheduled for this year. Some of our regular weekly hires also book an evening slot as a get together for their particular group.

We have 3 separate groups of dancers who rehearse on occasions always at short notice and wanting immediate answers.

Along with other party hires this involves opening and closing of the venue, liaising with the Treasurer and cleaners, meeting hall decorators and caterers etc. That is why it was decided not to facilitate any more party hires for complete strangers as the workload for myself was too much and also unfair on our hard working dedicated cleaners who attend early on a Sunday morning to clean, which sometimes involves cleaning up vomit and worse.

As Chairman for more than 30 years as well as acting Secretary, acting Bookings Secretary and lone Maintenance Committee member, the workload is just untenable.

**Secretaries** report has some good news - after more than a year of aggravation, insults and over 100 emails and other correspondence, Nork Park Rangers Football Club have vacated our premises. They completely destroyed one changing room by fire in 2023 and have been a nuisance hire since. To vacate they demanded £1,322.00 from us, which after much negotiation they settled for nothing. I actually jumped for joy.

Also good news was the insurance renewal which is due yearly in August, it was agreed with the Social Section that we would take it in turns to obtain quotes, however, due to their Treasurer's workload and impending retirement from the position, our committee took it on board. After being advised to go with our renewal quote, which I considered unacceptable and with only 5 days remaining to renew, I shopped around and obtained a like for like policy at a saving of £6,124.71, which is of benefit to us and the Social Section who are obliged to pay half.

The ongoing saga of obtaining the Trustees registered is nearly completed, with the same questions being repeatedly and frustratingly asked.

Different departments from Reigate and Banstead Council are in contact throughout the year to advise on appointments and query our general existence which, as a Community Association and Registered Charity who have a Premises Licence, makes it difficult for them to understand our legal structure at times. This was evident when we had a surprise visit on a Friday evening by three Council Alcohol Licensing Officers. Kevin the Social Section

Secretary was there and was being questioned, I was approached by Kim the bar manager to join the discussion. In my opinion they weren't going to be happy until they could find something wrong. Demands were made and, with much help the following week from Paul the Social Section Chairman, all matters were resolved. Thanks for all your work Paul on this and all else that you undertake.

Whilst financial matters will be reported by our Treasurer Simon, I am of the opinion that our finances are in a strong position, which just leaves me to thank Simon once again for his decades of dedicated work.

Last but not least a big thank you to Chris our Minutes Secretary and all others mentioned in these reports.

*Norman Hodkinson*

*Chairman*