

## KELVIN MALONE BRIDGE CENTRE DIRECTORS' REPORT 2022-23

The Directors present their Report and financial statements for the year ended 31<sup>st</sup> March 2023.

### NAME, REGISTRATION AND GOVERNING DOCUMENT

The Centre is an incorporated association limited by guarantee under the Companies Act 2006 (Company registration number NI 615888), governed by its Memorandum and Articles of Association dated 30<sup>th</sup> November 2012. Its registered office is Unit A1, 20 Heron Road, Belfast, N Ireland, BT3 9LE which is also its principal place of business.

The company is registered as a charity with the Charity Commission for Northern Ireland, registration number NIC101823 and is recognised as a charity by HMRC within the meaning of Section 506(1) of the Income and Corporation Taxes Act 1988 charitable reference number XT39156.

### DIRECTORS AND TRUSTEES

The Directors of the charitable company (the charity) are its Trustees for the purpose of charity law. The Directors/Trustees and officers serving during the year, and since the year end are:

		Appointed	Resigned
Joan (Norma) Irwin	Chairman (from 17/09/2018)	10/12/2012	
Joan Baird	Treasurer	10/12/2012	
Rosemary Kilpatrick	Secretary	10/12/2012	
Diana Patterson	Competition Secretary	17/09/2018	
John Forsythe		26/09/2022	
Diane Greenwood		08/01/2018	
Mary Johnston		26/09/2022	
Janet Knipe		26/09/2022	
Alan McKay		26/09/2022	
Jean White		26/09/2022	
Rosemary Whittley		26/09/2022	
Derek Cannell		24/09/2013	26/09/22
Marie Edwards		10/12/2012	26/09/22
Elizabeth Scott		24/09/2014	26/09/22
Helen Hall		01/03/2017	26/09/22
Philip Dufton		17/09/2018	26/09/22
Roberta Madill		17/09/2018	26/09/22

Directors/Trustees are elected at the AGM or may be co-opted during the year and serve up to the next AGM. Directors/Trustees may serve for a maximum of 8 consecutive years. A Director may not be re-appointed until a period of one year has elapsed except if the members determine that it is in the interests of the Association to allow such person to stand for re-election for a further term. The Centre has no employees; all tasks are carried out on a voluntary basis by the Board or other members.

The Management Group (formed when the Centre closed due to COVID) met once on 28 April 2022 and the Board met on three occasions during the year April 2022-April 2023 (7 August 2022, 20 November 2022 and 15 January 2023). There was a meeting on 15 May 2023 (held to replace a planned meeting in April). Of those Directors/Trustees who served on the Board for the full year attendance was variable due to illness and Board meetings being scheduled at times of major competitions a situation which could not be avoided.

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The Company Secretary is Sarah Witchell, who is not a member of the Board.

### OBJECTIVES AND ACTIVITIES

The Centre's Objects are exclusively for charitable purpose for the benefit of the public through:

- 1 the advancement of amateur sport by promoting the game of bridge for the benefit of the residents of the Greater Belfast area;
- 2 the provision of facilities for the learning, teaching and playing of bridge for the benefit of the residents of the Greater Belfast area with the object of improving conditions of life.

The Centre provides facilities for learning and improving bridge playing. These facilities are advertised in the local press and club website. They include:

- Premises, tables, boards and bidding boxes;
- Courses are run for beginners;
- Classes to improve skills and enjoyment of the game are organised;
- Club competitions are held over the course of the year;

While open to all, participants predominantly tend to be those nearing retirement age who may wish to take up a new activity involving mental exercise rather than physical exercise. Benefit also arises from the social contact among older people, reducing isolation, creating opportunity to establish new friendships and for establishing playing partners.

Overall, the facilities and activities provided by the Kelvin Malone Bridge Centre offer both mental stimulus and social contact, providing identifiable benefits for the participants. A membership structure has been adopted purely for administrative purposes and for the better delivery of benefits. Membership in practice is cross community, open to all, with fees set at the affordable level.

Any potential harms are outweighed by the service benefits and alleviated through a formal process of regular risk assessments alongside health and safety procedures. There are no private benefits to any individuals connected with the organisation.

The Trustees have had regard to the guidance issued by the Charity Commission under section 4(b) of the Charities Act (the public benefit requirement statutory guidance).

### ACHIEVEMENTS DURING THE YEAR

#### MEMBERSHIP

At 31<sup>st</sup> March KMBC had 211 paid up members. This reflects a net reduction in the number of members of 37.

#### BRIDGE SESSIONS

##### Face-to-Face (F2F)

Monday evenings

Wednesday afternoons

Friday mornings and afternoons

We have eight TDs who run our four F2F sessions each week and on average we have 95 tables each month.

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### Virtual on BBO

Tuesday evenings  
Saturday evenings

We have a rota for four TDs to set up and run the BBO sessions each Tuesday and Saturday. These continue to be very popular, providing a steady income for the Club. A great variety of players enter these sessions, some coming from Wales, Scotland and England.

### Competitions

Kelvin took part in two F2F interclub duplicate sessions on 21 November 2022, and 27 February 2023.

The Noreen Jack salver competition took place on 9<sup>th</sup> February 2023 and was well attended by club members with 9 tables playing.

The Doreen Spence trophy competition took place over 4 sessions in April and May 2023

### BRIDGE LESSONS

We are delighted that once again we are able to offer bridge lessons thanks to John and Hilary Ferguson. These generally have been well attended though unfortunately there were not enough people interested in the Beginners session to allow these to run.

Novices: Wednesday mornings ( 3-4 tables)

Improvers: Thursday mornings (3-4 tables)

### BUILDINGS/INFORMATION TECHNOLOGY/DEALING

#### Buildings

Tests undertaken include:

- Annually: gas boiler, portable appliances, intruder alarm, fire alarm, emergency lighting and extinguishers
- Five yearly: fixed wiring
- All locks and window hinges serviced in June 2022.

#### Information Technology

We are always considering options for updating the WiFi facility and it is noted that a solution which is both cheaper and provides a stronger WiFi signal has now been identified. This will allow a radical change as to how we run our sessions electronically resulting in a simpler, quicker and less tedious process for all concerned. This new system will be introduced in the Summer of 2023. Two laptops were replaced in March 2023

#### Dealing

Our equipment continues to run very successfully and given the fewer number of sets dealt we foresee no need to have the dealing machine serviced this year. Dealing sessions continue on a four weekly basis on a Monday afternoon with teams of four or more ensuring a very smooth operation.

### SCHOOLS' BRIDGE PROJECT

There has been no further work in primary schools however, close involvement with, and support of, the Junior section of NIBU continues.

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### SOCIAL EVENTS

Now that we are back to F2F bridge we are in a position to hold social events though always being aware of COVID guidelines. With this in mind we held the following:

- Children in Need Lunch  
Soup and sandwiches was served on Friday 18<sup>th</sup> November 2022. The total donation raised was £435.
- Christmas punch and mince pies  
In place of the Christmas party we offered punch and mince pies on the days that we hold F2F sessions

### GOVERNANCE

The Centre has a Governance Handbook which sets out clearly the role of the Board, a statement of those matters reserved for the Board's decision, the role and responsibilities of the honorary officers, the role of general Board members, a code of conduct for Board members, a conflict of interest policy, and a delegated financial authority framework.

In order to ensure that the Centre is compliant with the General Data Protection Regulation the Privacy Policy and Membership Form have been updated as has security on the membership list.

In accordance with Government Health and Hygiene requirements, food safety management procedures based on Health Analysis and Critical Control Point (HACCP) principles have now been introduced in the Centre, details of which are specified in the Centre's HACCP Policy.

Similarly, in light of recommended policy for charities, and on the advice of our company secretary a Risk Register has been compiled and signed off.

### RESULTS AND RESERVES POLICY

During this financial period the club organised bridge sessions both F2F and on BBO. The total income from both platforms was £10777-£6650 from F2F and £3928 from BBO. While this is a significant increase on the previous two financial years it is still a fraction of the club's pre-covid income. The directors continue to promote both online and F2F bridge with the hope that more players will return to playing at the club.

The club returned a profit of £7737 for the year ended 31<sup>st</sup> March 2023. £5214 of this profit was received as a donation from Hollywood Bridge Club which unfortunately decided to close due to the drop in membership.

The Board believe that for the year of 2023/2024 a reserve of £40,000 above the value of the Fixed Assets is required to run the Centre satisfactorily.

### RELEVANT ORGANISATIONS

Bankers: The Co-operative Bank, 1 Balloon St, Manchester, M60 4EP  
Solicitor: Johns Elliott, 40 Linenhall St, Belfast, BT2 8BA  
Insurers: Hiscox Underwriting Ltd, 1 Great St Helens St, London, EC3A 6HX  
Independent Examiner I H Lindsay, 5 Marmont Park, Belfast, BT4 2GR

**KELVIN MALONE BRIDGE CENTRE  
DIRECTORS' REPORT 2022-23**

**DIRECTORS' RESPONSIBILITIES STATEMENT**

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations.

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

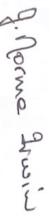
- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis, unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**SMALL COMPANIES' EXEMPTION**

The report has been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

This report was approved by the Board on 20<sup>th</sup> August 2023 and signed on its behalf by:



Norma Irwin  
Chairman