



Belmont Community Association

Charity No. 1177041



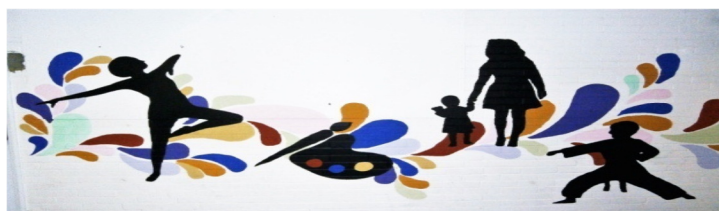
Annual Report 2019

HALLMARK






a quality
standard scheme
for village halls

Hallmark 3 achieved



**Belmont Community Association,
Belmont Community Centre,
Sunderland Road,
Gilesgate Moor,
Durham,
DH1 2LL.**

 **0191 3866659 (Community Centre)**
 **0191 3751252 (School Sports Centre)**
 **belmontca@live.co.uk**

Website: www.belmontcommunityassociation.org.uk



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Overview and Mission Statement

1 Established in 1971, Belmont Community Association operates from Belmont Community Centre, a purpose built community centre located at Gilesgate Moor, on the outskirts of the city of Durham. The community centre consists of a sports hall (Caldecote) and three rooms (Hardy, Grange & Kepier) which are used for many different purposes, office, kitchen and washrooms. There is also an external (enclosed) play area. In addition, Belmont Parish Council office is in the Centre. The centre has been extensively modernised in recent years. The community centre is surrounded by a park which comprises playing fields (football and cricket), a children's play area, tennis and basketball courts and a bowling green. Footpaths around the park are popular with dog walkers. A car park, owned by Durham County Council, is adjacent to the community centre and can accommodate approximately 50 cars.

2 Belmont Community Association has a "shared use" agreement with Belmont Community School, located on Buckinghamshire Road within Belmont itself (DH1 2QP), and approximately half a mile from the centre. Here the facilities include a large sports hall which can accommodate four badminton courts, a gymnasium, performing arts block, sports fields, classrooms and a floodlit five a side football court. BCA is able to make use of the facilities outside of normal school hours. 90% of surplus made is paid to the school as a contribution towards the upkeep of facilities.

3 Both the Community Centre and the school site are located close to bus stops, with frequent services between Durham and Sunderland, Seaham, Peterlee & Sherburn Hill. Durham railway station is approximately two miles from the centre, and well served by buses. The A1M motorway is also approximately two miles away, in the opposite direction!

4 Since 2016 Belmont Community Association has had a Hallmark Level 3 award (the highest possible). In September 2019 the Association was re-assessed, with a Hallmark Level 3 award once again being attained.

5 While our facilities are not continually staffed, the school facilities are staffed when in use; at the community centre, a member of staff is present each morning. An answering machine is in operation when offices are not staffed.

6 BCA has a website (www.belmontcommunityassociation.org.uk) which gives details of facilities, notifications of "what's on" and the opportunity to make bookings.

7 The mission statement of Belmont Community Association is to "work in partnership with Belmont Community School to provide a community centre for recreational use and a wide range of sports facilities at affordable cost to the residents of Belmont, Carrville, Gilesgate Moor and the surrounding areas."

8 Belmont Community Association is firmly committed to diversity and equality in all of its activities. We are committed to promoting equality of opportunity within our Association and with partners. We recognise that the strength of the Association is built upon the understanding of individual strengths and differences and seeks to respect these. We recognise that certain groups and individuals in society are disadvantaged because of discriminations experienced. We seek to ensure that our Association respects and includes everyone, and that no user, partner, employee or job applicant receives less favourable treatment on the basis of age, disability, marital status (including civil partnerships) race, religion or belief, sexual orientation, pregnancy and maternity, trade union membership, political views or affiliations.



Governance

1 Trustees are drawn from the community and user groups. Officers are elected at the Annual General Meeting, which is held on the second Wednesday in March. Regular bi-monthly meetings are held, with additional "reserve" dates in intervening months, should additional meetings be deemed necessary. The Trustees are responsible for the governance of the Association; Under certain circumstances the Officers (all of whom are also trustees) may be called upon to determine certain decisions.

At the Annual General Meeting of the Association held on March 13th 2019 the Trustees / Officers of the Association appointed were as follows:

Chair	Bill Moir
Vice Chair	Dave Drinkwater
Treasurer	Mick Bennett
Secretary	Peter Corbett
Trustees	Patrick Conway, Barbara Howarth, Joe Knight, Gerald Lee, Tammy Lee, Walter Meikle, Eileen Finlay

Following a number of resignations new Trustees were appointed. Following the reorganisation the Trustees / Officers of the Association (with effect from July 10th 2019) are as follows.

Chair	Dave Drinkwater
Vice Chair	Erica Denholm
Treasurer	Mick Bennett
Secretary	Peter Corbett
Trustees	Patrick Conway, Anne Corbett, Barbara Howarth, Phil Jackson, Joe Knight, Eileen Finlay & Mandy Stagg. Stephen Laverick became a Trustee at the November General Meeting.

2 With effect from 1 January 2019, BCA is operating under a new Constitution, as a Charitable Incorporated Organisation (CIO) (Charity No 1177041). Until December 31st 2018 the charity registration number was 520726 which is now closed.

3 The Community Development Manager of Belmont Community Association is Sue Smith, who is available at the Community Centre on most weekday mornings.

The School Site Co-ordinator responsible for activities at the school site is Jacqui Miller, who is available during open hours.

The staff team attend to everyday running of the community centre and school facilities, ensuring that the Association's affairs are handled in a smooth and efficient manner. The Association further benefits from the contributions of many individuals who offer their services freely on a regular basis.

4 With effect from January 2014 BCA adopted a system of group registration, rather than individual memberships.



BCA in 2019

January 2019

- i) With effect from 1 January 2019 BCA began operating under a new Constitution, as a Charitable Incorporated Organisation (CIO).
- ii) BCA's electricity supplier, Extra Energy, had entered administration with Scottish Power being appointed by the Regulator to deal with existing customers. BCA lost out to the sum of £500.

March 2019

- i) Security lighting was now in place at entrances / exits.
- ii) BCA expressed gratitude for grants from Councillor Katie Corrigan and the Banks group of companies.

May 2019

- i) The improved website was up and running.
- ii) The new accessible toilet was now operational, and new taps had been installed in the ladies' washroom.
- iii) Pointing on external brickwork and improvements to external drainage had been completed.
- iv) There was concern about graffiti on the outside of the building. This was subsequently removed by Durham County Council.
- v) BCA's new data protection policy was published.

July 2019

- i) Following the resignation of a number of Trustees, including that of Chairman Bill Moir, four new Trustees were welcomed to the July meeting. Vice Chairman Dave Drinkwater was installed as Chairman.
- ii) New restrictions on parking at a nearby shopping mall had resulted in employees at a local garage parking at the car park at the Community Centre. This was causing

problems as the car park was frequently full; in addition, access to disabled bays was being blocked.

iii) Belmont Parish Council had agreed to fund the placement of hanging baskets around the Community Centre.

September 2019

i) Unfortunately the garden at the rear of the Community Centre (created by the Wider World project) had been vandalised. Police were informed.

ii) Re-decoration of Grange and Kepier rooms had been completed.

iii) An outside tap had been installed at the rear of the Community Centre.

iv) Following an approach to the manager of the car showroom the parking situation had been improved, although a number of cars were still being left all day in the car park, and others are being left on the driveway, including at the junction with the main road.

v) On August 4th Cheesy Waffles held a Summer Fun Day. A World War One heritage display was held by the Wider World Project, with other attractions including Bingo, a face painter, a children's entertainer, tarot reading, a variety of games and stalls, including sale of books, cards, toys and gifts and plants & flowers.

v) In August Caldecote Hall floor was re-surfaced.

November 2019



i) A defibrillator was acquired, and placed (in a secure box) on the wall adjacent to the entrance to the Community Centre. A code is required to gain access to the defibrillator; this can be obtained by dialling 999.



ii) Cheesy Waffles held a fund raising event at Durham City Golf Club. with a buffet, live entertainment and raffle.

iii) With the Hallmark Level 3 award due to elapse, BCA reapplied and was subject to inspection in September 2019. Hallmark Level 3 was again attained. Isla Ballard of Durham Community Action presented certificates at the Community Centre on October 31st.

iv) BCA's application for It's Up To You Funding 2019 was successful.

January 2020

i) The panel in the disabled toilet which was coming away from the wall was finally repaired.

ii) The water heater in the Ladies' Toilet was replaced following a leak.

iii) New Blinds were installed in Grange Room.

iv) The Winter Newsletter was placed on the Internet and distributed to all groups and Trustees.

v) New car park signage was ordered.

vi) The floor in Grange is now the one obviously out of date and should be replaced and the foyer needs repainting.



Hiring Charges

Outlined below are the details of charges for the use of BCA facilities throughout 2019. *Any non-routine requests are to be referred to the Community Development Manager.*

Belmont Community Centre	£ per hour		
	Regular	Casual	Commercial
Room	£12	£15	£22
Hall	£16	£23	£28
Kitchen	£11	£11	£11
Badminton Court	£14	£17	£25

Notes:

1 A cleaning fee of £50 applies to dog shows and £30 to other groups where appropriate. This does not relieve groups of the responsibility to clean up after their function.

2 A registration fee of £25 per calendar year is due from each user group on January 1st in order to qualify for regular user rates.

3 A full day rate for room hire is available - £70 for regular users, £90 for casual users and £200 for commercial users.

4 Full centre hire is available - £200 for casual users and £250 for commercial users.

5 Kitchen and adjoining room - £21 for regular users.

Belmont School	£ per hour		
	Regular	Casual	Commercial
Sports Hall	£28	£34	£40
Gymnasium	£17	£22	£30
Astroturf	£37	£42	£65
<i>(including use of floodlights)</i>			
Badminton Court	£14	£17	£25
Football Pitch	£18	£21	£25
Performing Arts Block	£33	£40	£50
<i>(full facility)</i>			
Performing Arts Block	£20	£30	£40

(part facility)

Classroom	£13	£16	£25
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Car park	£13		
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*(by special arrangement)***Notes:**

1 A registration fee of £25 per calendar year is due from each user group on January 1st in order to qualify for regular user rates.

2 Football pitch hire for a full season is £720, based on 20 matches at 2 hours each, plus £13 per hour for training sessions. A discount is available where payments are made in advance (£665) or where arranged monthly payments are made (£95x 7 months).

If two teams from the same club play at the same time the combined season charge is £1,200.

**Community Centre users 2019** included:

<u>Group</u>	<u>Facility Used</u>
Aikido	Caldecote
Alcoholics Anonymous	Kepier
Baby & Toddlers	Grange
Belmont Parish Council	Kepier
Belmont United FC	Caldecote
Boxing Training	Caldecote
Cheesy Waffles Youth Project	Grange & Hardy
Diddikicks (Toddlers' football)	Caldecote
Durham Bat Group	Varied
Durham Friendship Group	Hardy & Grange
Embroidery Guild	Kepier
Family History	Kepier
FCA Carer Support	Kepier
Flower Arranging	Hardy
Innovations	Caldecote
Irish Dancing	Grange & Hardy
Labour Party	Kepier
Ladies' Badminton	Caldecote
Metafit	Caldecote
Northern Lights Dancing	Grange

Relax Kids	Kepier
Scan & Cut Craft	Grange
Smoke Free Life	Kepier
Sticky Fingers Toddler Group	Kepier, Grange, Hardy & Caldecote
Sunday Club	Hardy & Caldecote
Table Tennis	Caldecote
Taekwando	Caldecote
Tai Chi	Caldecote
Tim Duncan Self Improvement Group	Hardy or Kepier
U3A Photography	Hardy
Viking re-enactment	Caldecote
WEA Archaeology	Kepier
WEA Egyptian Archaeology	Hardy
Weight Watchers	Kepier
Wider World	Hardy
Wing Chun	Caldecote



School site users 2019 included:

<u>Group</u>	<u>Facility Used</u>
Badminton England	Sports Hall
Belmont Karate	Gymnasium
Belmont Utd.	Field
Brian Vasey	Bus Park
Bump and Bounce (parties)	Sports Hall
Charity Football Matches	Field
Coxhoe United U11	Field
Diddykicks	Gymnasium
Dragonfly Gymnastics	Gymnasium
Durham Colts	Sports Hall, Field, Astroturf
Durham Community Boxing	Gymnasium
Durham County Development	Sports Hall
Durham County Football	Astroturf, Field
Durham Girls' Football	Sports Hall
Durham Swifts	Sports Hall
Durham United	Field
Durham University Badminton	Sports Hall
Go Kart Parties	Sports Hall

Horden Utd.	Field
Humane League	Performing Arts Block
Junsui Shotokan	Gymnasium
Karate (Jane)	Gymnasium
Karate (Stephen)	Sports Hall
King's Church	Astroturf
Lumley Ladies FC	Field
Metafit	Gymnasium
Phillips' Football	Sports Hall
PQA	Performing Arts Block
R&B Dance	Performing Arts Block
Saint Giles' Archers	Gymnasium
Saudi Volleyball	Sports Hall
School of Rock	Performing Arts Block
Sherburn Utd.	Astroturf, Field
Smith Football	Sports Hall
Squash Club Football	Sports Hall, Astroturf
Tai Chi	Gymnasium
WEA Spanish	Room
Westoe Brass Band	Performing Arts Block
Zumba	Performing Arts Block

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Belmont Community Association

Charity No. 1177041



Financial Report 2019

HALLMARK



a quality
standard scheme
for village halls

Hallmark 3 achieved

BELMONT COMMUNITY ASSOCIATION**Income and Expenditure Account****Year to 31 December 2019**

	2019		2018	
<u>INCOMING RESOURCES</u>				
Centre:				
Lettings	51,591.94		40,902.82	
Pretty Pawz	1,000.00		1,100.00	
Parish Council office rent, hirings & re-charges	<u>4,657.96</u>	57,249.90	<u>4,356.04</u>	46,358.86
Unallocated		197.00		0.00
School:				
School - Classroom	1,003.50		1,904.50	
School - Car Park	169.00		114.00	
Performing Arts Block	9,573.00		5,225.00	
School - Astroturf	4,894.75		3,739.00	
School - Sports Hall	23,572.00		21,736.40	
School - Gym	12,571.45		8,136.00	
School - Field	3,767.75	55,551.45	3,379.00	44,233.90
Membership fees:				
Centre	550.00		575.00	
School	575.00	1,125.00	525.00	1,100.00
Grants (see Note 7)		7,850.00		11,000.00
Bank interest		641.95		537.44
Misc		<u>0.00</u>		<u>0.00</u>
TOTAL INCOMING RESOURCES		122,615.30		103,230.20
<u>EXPENDITURE</u>				
Wages - Centre	11,492.22		9,257.98	
Wages - School	20,539.17		19,283.54	
Cleaning contract	4,333.43		4,143.72	
Heating and Lighting	3,908.32		4,432.73	
Water Rates	960.99		1,459.10	
Refuse collection	445.90		461.20	
Cleaning Materials	1,485.07		1,021.13	
Maintenance - routine	3,164.19		4,137.53	
Maintenance - non budgeted	12,585.00		28,766.60	
Maintenance Wages	1,008.00		2,590.25	
Servicing contracts	2,372.03		0.00	
Alarms and Shutters	0.00		535.20	
Telephone	477.69		523.67	
Printing, Postage & Stationery	2,039.04		672.14	
Insurance	2,447.18		2,321.46	

Shared Use (Belmont Community School)	31,371.67	22,323.49
Audit fee	130.00	125.00
Sundries	307.97	586.21
Music Licence	981.64	1,002.56
Depreciation (see Note 2)	393.31	2,157.65
Business Rates	0.00	0.00
TOTAL EXPENDITURE	<u>100,442.82</u>	<u>105,801.16</u>
NET INCOMING RESOURCES FOR YEAR	22,172.48	-2,570.96
TOTAL INCOMING RESOURCES BROUGHT FORWARD	844,927.32	819,573.44
REVALUATION OF COMMUNITY CENTRE	22,489.00	31,593.00
TRANSFER TO RESERVES / RESTRICTED FUNDS (see Note 3)	38,500.00	0.00
Less: TRANSFER FROM RESERVES / RESTRICTED FUNDS (see Note 3)	38,500.00	0.00
"THEIR WAR, OUR HISTORY" PROJECT (see below)	342.06	3,668.16
TOTAL INCOMING RESOURCES AT 31 DECEMBER 2019	<u><u>889,246.74</u></u>	<u><u>844,927.32</u></u>

BELMONT COMMUNITY ASSOCIATION
"THEIR WAR, OUR HISTORY PROJECT" (RESTRICTED FUND)
Income and Expenditure Account

	Year to 31 December 2019		
		2019	2018
<u>INCOMING RESOURCES</u>			
Grants (see Note 7)	0.00	500.00	
Events	<u>0.00</u>	<u>20.95</u>	
TOTAL INCOMING RESOURCES		0.00	520.95
 <u>EXPENDITURE</u>			
Office Accommodation	0.00	0.00	
Management Fee	0.00	0.00	
Wages	0.00	0.00	
Events:			
Beamish Visit (HLF)	0.00	0.00	
Somme event	0.00	0.00	
Community Engagement	0.00	0.00	
Armistice Party	0.00	1,397.63	
CD Production	0.00	2,791.48	
Remembrance (HLF)	342.06	0.00	
Year 6 (HLF)	0.00	0.00	
Year 7 (HLF)	0.00	0.00	
Ladies Night (HLF)	0.00	0.00	
Family Night (HLF)	0.00	0.00	
Young People's Display (HLF)	0.00	0.00	
Miscellaneous	0.00	0.00	
TOTAL EXPENDITURE		<u>342.06</u>	<u>4,189.11</u>
 NET INCOMING RESOURCES FOR YEAR		-342.06	-3,668.16
 TOTAL INCOMING RESOURCES BROUGHT FORWARD		6,195.90	9,864.06
 TOTAL INCOMING RESOURCES AT 31 DECEMBER 2018		<u><u>5,853.84</u></u>	<u><u>6,195.90</u></u>

BELMONT COMMUNITY ASSOCIATION**Balance Sheet At 31 December 2019**

	2019	2018
FIXED ASSETS (see Note 2):		
Property	772,113.00	749,624.00
Furniture & Equipment	0.00	0.00
	<u>772,113.00</u>	<u>749,624.00</u>
CURRENT ASSETS		
Cash in hand	270.00	270.00
Bank Accounts (see Note 4):		
Deposit Notice Account	52,258.27	41,762.55
Variable interest Deposit Account	12,204.44	22,058.21
Current Account	80,555.73	54,876.28
Less unrepresented cheques	341.35	781.51
Debtors (see Note 5)	0.00	0.00
Add pre-payment (see Note 6)	2,558.32	2,402.38
	<u>147,505.41</u>	<u>120,587.91</u>
CURRENT LIABILITIES		
Creditors (see Note 5)	30,371.67	25,284.59
NET CURRENT ASSETS	<u>117,133.74</u>	<u>95,303.32</u>
TOTAL NET ASSETS	<u><u>889,246.74</u></u>	<u><u>844,927.32</u></u>
REPRESENTED BY		
Capital Fund	772,113.00	749,624.00
Restricted Funds (see Note 3):		
Roof replacement reserve	30,000.00	26,000.00
External Building Repairs	20,000.00	10,500.00
Centre Improvement Fund	20,000.00	15,000.00
Emergency Fund	20,000.00	0.00
"Their War our History" Project	5,853.84	6,195.90
Income Reserves	<u>21,279.90</u>	<u>37,607.42</u>
TOTAL FUNDS	<u><u>889,246.74</u></u>	<u><u>844,927.32</u></u>

BELMONT COMMUNITY ASSOCIATION
Charity No 1177041

Notes to the Accounts
Year to 31 December 2019

1. ACCOUNTING POLICIES

These accounts have been prepared under the historic cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting for Charities.

2. FIXED ASSETS

Land and Buildings – Expenditure on the Community Centre has been capitalised as follows:

Brought forward	749,624
Revaluation revision	22,489
Depreciation charge for year	<u>Nil</u>
Per Balance Sheet	772,113

(Trustees are aware that the open market value of the building at the present time is “nil” and the amount shown on the balance sheet is a reflection of the re-building cost)

Furniture and Equipment:

Brought forward	0.00
Additions in year:	
Trolley	106.77
Table	<u>286.54</u>
Total to date	393.31
Depreciation charge for year	<u>393.31</u>
Per Balance Sheet	<u>0.00</u>

3. RESTRICTED FUNDS

The Trustees agreed changes to the level of Restricted Funds during the year:

Roof Replacement b/f	26,000
Added during the year	<u>4,000</u>
	<u>30,000</u>
External Building Repairs b/f	10,500
Added during the year	<u>9,500</u>
	<u>20,000</u>
Centre Improvement Fund b/f	15,000
Added during the year	<u>5,000</u>
	<u>20,000</u>
Emergency Fund b/f	0.000
Added during the year	<u>20,000</u>
	<u>20,000</u>

Project Fund

“Their War our History” b/f	6,196
Used during the year	<u>0,342</u>
Remaining at the year-end	<u>5,854</u>

4. CAPITAL

No new capital was introduced. A variable interest Virgin Money Charity Deposit Notice Account and a Virgin Variable Deposit Account are held to maximise the interest on money held in reserves, whilst ensuring that sufficient funds are available on demand. Other accounts held are Barclays Community Account for day to day transactions.

5. CREDITORS AND DEBTORS

A sum of £30,371.67 was due to Belmont Community School, in accordance with a shared use agreement. At present there are no other outstanding liabilities that the Trustees are aware of.

6. PRE-PAYMENTS

A sum of £2,558.32 was paid in advance to Barrie of Durham, in respect of insurance premiums for the period 1 January – 31 December 2020.

7. GRANTS

Total grant income of £7,850 was received. £3,600 was awarded by Durham County Council Neighbourhood Budget towards the cost of a defibrillator (£1,600) and renewing the hall floor (£2,000). £4,250 was provided by Banks Community Fund to assist with refurbishing the accessible washroom.

8. INSURANCE

Insurance cover includes Buildings, contents, public liability and Trustee indemnity.

9. PAYROLL

Durham County Council is engaged as our Payroll Bureau and submits all HMRC returns and makes appropriate payments under a Service Level Agreement. All staff receive a letter advising them of their right to join a workplace pension, even though BCA is not required to automatically enrol them, as they do not meet the criteria of earning £192 per week. No staff have decided to join the Pension Scheme.

10. LEGAL STATUS

Belmont Community Association is registered as a Charitable Incorporated Organisation (Charity Commission number 1177041).

11. TRUSTEE REMUNERATION AND EXPENSES

No remuneration or expenses was paid either directly or indirectly out of the funds of the Charity to any Trustee or any person or persons known to be connected with any Trustee during the year ended 31 December 2019.

12. FINANCIAL COMMITMENTS

The Trustees are confident that all financial obligations and commitments of Belmont Community Association can be met.

13. INDEPENDENT EXAMINER

Fees were paid to Mr T J Hardman in his position as independent examiner of the Charity's accounts.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE BELMONT COMMUNITY ASSOCIATION, DURHAM

I report on the accounts of the Belmont Community Association for the year ended 31 December 2019 which are as set out on the attached pages.

Respective Responsibilities of Trustees and Examiner

The Charities Trustees are responsible for the preparation of the accounts. The Charities Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

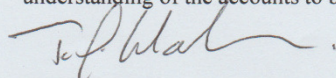
In connection with my examination, no matter has come to my attention:

1) Which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act;
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



T J Hardman
CTA

7 Elvet Waterside
Durham DH1 3DA
11 February 2020