



# AGM minutes 7<sup>th</sup> September 2021

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**In attendance** –VL (Vicki Lawrence), JH (Joanne Howe),

**Attendees** - Lesley Bailey (Chair) (LB), Helen Mclean (Deputy Chair) (HM), Alan Armstrong (AA), June Croft (JC), Dave Hellem (DH), Steven Bulman (SB), Tony Tomlinson (TT), June Tuck (JT), Stewart Crowe (SC), Ryan Armstrong (RA), Michael Wilson (MW), Samantha Baldwin (SB1), Daniel Hellem (DH1), Jake Lawson (JL), Anne Armstrong (AA1), Helen Arknot (HA), Chris Carr (CC), Donna Agar (DA), Darren Hooks (DHO), Karen Cobb (KC), Matthew Brown (MB), Jimmy Stewart (JS), Wendy Dixon (WD), Brian Wilson (BW), Shirley Longworth (SL), Stuart Blenkinsopp (SBL), Sam Elder (SE), Eddie Adam (EA)

**Apologies** –Andrea Walker (AW), Angeline Pannicia (AP) Brenda Hutchison (BH), John Parlour (JP),

## Minutes of last AGM

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LB opened the AGM and thanked everybody for attending.

AA proposed the minutes from the previous meeting to be accurate and correct  
– SC seconded – All were in favour with no abstentions – previous minutes carried.

## Chairman`s Report

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LB read out the chairman`s report a copy is placed in our AGM booklet.

## Manager`s Report

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VL read out the manager`s report a copy is placed in our AGM booklet.

## Treasurers Report

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JH read through the treasurer's report; a full copy of our draft accounts can be found in the AGM booklet.

## Election of Officers

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A blind ballot was carried for the election of officers, details can be found in appendix (i). Based on the votes, the following individuals have been elected.

**Chair** - Lesley Bailey

**Deputy Chair** - Helen Mclean

**Second Deputy Chair** - John Parlour

**Secretary** - Brenda Hutchison

**Treasurer** - Andi Walker

**Committee Members:**

- Angeline Paniccia
- Stewart Crowe
- Dave Hellem
- Alan Armstrong
- Shirley Longworth
- John Parlour
- Jimmy Stewart

## Presentation of awards

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DH & MW received the certificate for volunteer of the year.

WD, JT, CC, DH1, JL, Received appreciation awards

SC, SB1, WD Received their level 1 reiki training certificates

## Close of meeting

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LB closed the meeting and thanked everybody for attending and opened the refreshments.

## Refreshments

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Please help yourselves to refreshments available from the food counter.



## **The Committee voting results**

**32 people voted in total the results are as followed:**

| <b>Name</b>              | <b>For</b> | <b>Against</b> |
|--------------------------|------------|----------------|
|                          |            |                |
| <b>Lesley Bailey</b>     | <b>32</b>  | <b>0</b>       |
| <b>Helen Mclean</b>      | <b>31</b>  | <b>1</b>       |
| <b>Brenda Hutchison</b>  | <b>32</b>  | <b>0</b>       |
| <b>Andrea Walker</b>     | <b>32</b>  | <b>0</b>       |
| <b>Dave Hellem</b>       | <b>31</b>  | <b>1</b>       |
| <b>Stewart Crowe</b>     | <b>32</b>  | <b>0</b>       |
| <b>John Parlour</b>      | <b>32</b>  | <b>0</b>       |
| <b>Angeline Paniccia</b> | <b>30</b>  | <b>2</b>       |
| <b>Alan Armstrong</b>    | <b>31</b>  | <b>1</b>       |
| <b>Shirley Longworth</b> | <b>32</b>  | <b>0</b>       |
| <b>Jimmy Stewart</b>     | <b>30</b>  | <b>2</b>       |

**The officers with over 16 votes against them will not be elected for The Hub of Wishes committee.**

**All officers have been voted in and they make up our committee for 2021/2022.**

**UNAUDITED FINANCIAL STATEMENTS**

**of**

**THE HUB OF WISHES**

(Reg'd Charity number 1097989)

**for the year ended 30 April 2021**

**Contact:**

Joanne Howe  
116 Pateley Close  
Newton Aycliffe  
Co Durham  
DL5 7NG

**Trustees:**

Lesley Bailey (Chairman)  
Helen Mclean (Vice Chairman)  
Brenda Hutchinson (Secretary)  
Andrea Jane Walker (Treasurer)  
Stewart Findlay Crowe  
Angeline Paniccia  
Alan Armstrong  
Dave Hellem  
John Parlour  
Shirley Longworth  
Evelyn French

**Bank:**

Santander  
43-45 High Row  
Darlington  
Co Durham  
DL3 7QW

**Accountants:**

Mitchell Gordon LLP  
Accountants and Statutory Auditors  
43 Coniscliffe Road  
Darlington  
Co. Durham  
DL3 7EH

**THE HUB OF WISHES  
Financial Statements  
for the year ended 30 April 2021**

**REPORT OF THE INDEPENDENT EXAMINER TO THE MEMBERS OF THE HUB OF WISHES**

We have performed an independent examination of the financial statements of The Hub of Wishes for the year ended 30 April 2021 on pages 4 to 7.

Our work has been undertaken so that we might state to the trustees those matters we are required to state to them in an independent examiners 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 Hub of Wishes and the trustees as a body, for our work, for the report, or for the opinions we have formed.

**Respective Responsibilities of trustees and independent examiner**

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

It is our responsibility to:

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

**Basis of independent examiners report**

The 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 the seeking of 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 given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statements below.

**We read the Trustees Annual Report which is presented with the accounts and report on any such matters that are not in agreement.**

**Independent examiners statement**

In connection with the examination no matter has come to our attention:

1. which gives us reasonable cause to believe that in any material respect the requirements
  - ☐ to keep accounting records in accordance with section 130 of the Charities Act;
  - ☐ to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or

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

J C Beadnall  
Mitchell Gordon LLP  
Accountants and Statutory Auditors  
43 Coniscliffe Road  
Darlington  
Co. Durham  
DL3 7EH

Date : 31 August 2021

**THE HUB OF WISHES**  
**Financial Statements**  
**for the year ended 30 April 2021**

**Statement of Financial Activities**

|   | Unrestricted<br>Funds<br>Note      £ | Restricted<br>Funds<br>£ | TOTAL<br>2021<br>£ | TOTAL<br>2020<br>£ |           |
|---|--------------------------------------|--------------------------|--------------------|--------------------|-----------|
| <b>RECEIPTS</b>                             |                                      |                          |                    |                    |           |
| Grants                                      | <b>2</b>                             | 59,544.96                | -                  | 59,544.96          | 44,890.33 |
| Refreshment sales and fundraising           | 7,371.00                             | -                        | 7,371.00           | 9,790.00           |           |
| Investment income                           | 6.05                                 | -                        | 6.05               | 38.61              |           |
| TOTAL INCOMING RESOURCES                    | <u>66,922.01</u>                     | -                        | <u>66,922.01</u>   | <u>54,718.94</u>   |           |
| <b>RESOURCES EXPENDED</b>                   |                                      |                          |                    |                    |           |
| Salaries and National Insurance             | <b>3</b> 43,203.88                   | -                        | 43,203.88          | 46,778.26          |           |
| Pension                                     | -                                    | -                        | -                  | -                  |           |
| Rent  | 2,543.88                             | -                        | 2,543.88           | 4,301.81           |           |
| Rates and water                             | 307.20                               | -                        | 307.20             | 279.80             |           |
| Light and heat                              | 2,742.27                             | -                        | 2,742.27           | 3,291.53           |           |
| Insurance                                   | 734.24                               | -                        | 734.24             | 734.24             |           |
| Accountancy and payroll                     | 920.00                               | -                        | 920.00             | 1,132.00           |           |
| Telephone and internet                      | 1,404.30                             | -                        | 1,404.30           | 1,282.96           |           |
| Printing, stationery and advertising        | 175.67                               | -                        | 175.67             | 457.42             |           |
| Property repairs and maintenance            | 724.67                               | -                        | 724.67             | 4,145.47           |           |
| General running costs                       | 6,566.26                             | -                        | 6,566.26           | 8,240.33           |           |
| TOTAL RESOURCES EXPENDED                    | <u>59,322.37</u>                     | -                        | <u>59,322.37</u>   | <u>70,643.82</u>   |           |
| <b>NET MOVEMENT IN FUNDS</b>                | 7,599.64                             | -                        | 7,599.64           | (15,924.88)        |           |
| BALANCE BROUGHT FORWARD AT<br>1 MAY 2020    | 15,213.82                            | -                        | 15,213.82          | 31,138.70          |           |
| BALANCE CARRIED FORWARD AT<br>30 APRIL 2021 | <u>22,813.46</u>                     | -                        | <u>22,813.46</u>   | <u>15,213.82</u>   |           |



**THE HUB OF WISHES**  
**Financial Statements**  
**for the year ended 30 April 2021**

**Balance Sheet**

|   | <b>Note</b> | <b>2021</b>      | <b>2020</b>      |
|---|-------------|------------------|------------------|
| <b>CURRENT ASSETS</b>                                   |             |                  |                  |
| Debtors: amounts falling due within one year            | <b>4</b>    | 305.93           | 305.93           |
| Cash at Bank:   |             |                  |                  |
| Santander Current account                               |             | 10,931.13        | 13,342.14        |
| Santander Instant Saver account                         |             | 20,074.30        | 10,068.25        |
| Cash in hand  |             | 50.00            | 50.00            |
| <b>LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR</b> | <b>5</b>    | (8,547.90)       | (8,552.50)       |
| <b>NET CURRENT ASSETS</b>                               |             | <u>22,813.46</u> | <u>15,213.82</u> |
| <b>NET ASSETS</b>                                       |             | <u>22,813.46</u> | <u>15,213.82</u> |
| <b>FUNDS</b>  |             |                  |                  |
| Unrestricted  |             | 22,813.46        | 15,213.82        |
| Restricted  |             | -                | -                |
|   |             | <u>22,813.46</u> | <u>15,213.82</u> |

Approved by the trustees on 31 August 2021 and signed on its behalf by:

Lesley Bailey (Chairman)

Brenda Hutchison (Secretary)

**THE HUB OF WISHES**  
**Financial Statements**  
**for the year ended 30 April 2021**

**Notes to the Financial Statements**

**1. ACCOUNTING POLICIES**

The Financial Statements have been prepared in accordance with the applicable accounting standards and the Charities SORP FRS 102 (Statement of Recommended Practice).

The financial statements have been prepared under the historical cost convention, using the accruals accounting basis.

Funds

Unrestricted funds represent the funds of the charity that are not subject to any restrictions regarding their use and are available for application on the general purposes of the charity. Funds designated for a particular purpose by the charity are also unrestricted and are determined by the trustees.

Restricted funds represent the funds of the charity that are subject to restrictions regarding their use but are still within the objects of the charity. All transactions are recorded separately from the general fund to allow easy identification. At the end of the project for which the funds were received any surplus or deficit is transferred into the unrestricted fund unless the grant provider has specifically instructed otherwise.

The accounts include all transactions, assets and liabilities for which the charity is responsible in law.

Incoming Resources

These are included in the Statement of Financial Activities when:

- ☐ The charity becomes entitled to the resources,
- ☐ The trustees are virtually certain they will receive the resources, and
- ☐ The monetary value can be measured with sufficient reliability

Grants to the charity are accounted for as soon as the charity is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the charity is reasonably certain.

Incoming resources have been analysed according to their natural classifications.

Resources Expended

These are included in the Statement of Financial Activities when there is a legal or constructive obligation committing the charity to pay out resources.

Resources expended have been analysed according to their natural classifications.

**THE HUB OF WISHES**  
**Financial Statements**  
**for the year ended 30 April 2021**

**Notes to the Financial Statements**

Fixed Assets

Fixtures, fittings and equipment

Individual items of equipment with a purchase price of £1000 or less are written off when the asset is acquired. If an asset is acquired with specific grant funding however, it goes through the Statement of Financial Activities, matching the income received with the expenditure during the year.

Current assets

These include short term deposits held on deposit at the bank.

Current liabilities

Deferred income

Any funding received in advance is carried forward to the next financial year to be matched against the relevant expenditure.

**2. GRANTS RECEIVED**

Grants receivable during the year are as follows:

|                       |                  |
|-----------------------|------------------|
| Durham County Council | 48,614.96        |
| Livin Housing         | 930.00           |
| Miscellaneous funding | 10,000.00        |
|                       | <u>59,544.96</u> |

**3. STAFF COSTS**

During the year the charity employed 2 members of staff, none of whom earned £60,000 p. a. or more.

There was no trustee's remuneration or other benefits for the year ended 30 April 2021 nor for the year ended 30 April 2020.

**4. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

|   | <b>2021</b>   | <b>2020</b>   |
|---|---------------|---------------|
| Prepayments and accrued income – unrestricted | <u>305.93</u> | <u>305.93</u> |

**5. LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR**

|  | <b>2021</b>     | <b>2020</b>     |
|--|-----------------|-----------------|
| Accruals – unrestricted                        | 1,112.00        | 1,112.00        |
| Deferred income – unrestricted                 | 6,281.00        | 6,281.00        |
| Social Security and other taxes - unrestricted | <u>1,154.90</u> | <u>1,159.20</u> |
|  | <u>8,547.90</u> | <u>8,552.20</u> |

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**of**

**THE HUB OF WISHES**

(Reg'd Charity number 1097989)

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- ☐ to follow procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act) and,
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  - ☐ to keep accounting records in accordance with section 130 of the Charities Act;
  - ☐ to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or

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

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DL3 7EH

Date : 31 August 2021

**THE HUB OF WISHES**  
**Financial Statements**  
**for the year ended 30 April 2021**

**Statement of Financial Activities**

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| <b>RESOURCES EXPENDED</b>                   |                                      |                          |                    |                    |           |
| Salaries and National Insurance             | <b>3</b> 43,203.88                   | -                        | 43,203.88          | 46,778.26          |           |
| Pension                                     | -                                    | -                        | -                  | -                  |           |
| Rent  | 2,543.88                             | -                        | 2,543.88           | 4,301.81           |           |
| Rates and water                             | 307.20                               | -                        | 307.20             | 279.80             |           |
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**THE HUB OF WISHES**  
**Financial Statements**  
**for the year ended 30 April 2021**

**Balance Sheet**

|   | <b>Note</b> | <b>2021</b>      | <b>2020</b>      |
|---|-------------|------------------|------------------|
| <b>CURRENT ASSETS</b>                                   |             |                  |                  |
| Debtors: amounts falling due within one year            | <b>4</b>    | 305.93           | 305.93           |
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| <b>NET CURRENT ASSETS</b>                               |             | <u>22,813.46</u> | <u>15,213.82</u> |
| <b>NET ASSETS</b>                                       |             | <u>22,813.46</u> | <u>15,213.82</u> |
| <b>FUNDS</b>  |             |                  |                  |
| Unrestricted  |             | 22,813.46        | 15,213.82        |
| Restricted  |             | -                | -                |
|   |             | <u>22,813.46</u> | <u>15,213.82</u> |

Approved by the trustees on 31 August 2021 and signed on its behalf by:

Lesley Bailey (Chairman)

Brenda Hutchison (Secretary)



**THE HUB OF WISHES**  
**Financial Statements**  
**for the year ended 30 April 2021**

**Notes to the Financial Statements**

**1. ACCOUNTING POLICIES**

The Financial Statements have been prepared in accordance with the applicable accounting standards and the Charities SORP FRS 102 (Statement of Recommended Practice).

The financial statements have been prepared under the historical cost convention, using the accruals accounting basis.

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Resources Expended

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Resources expended have been analysed according to their natural classifications.

**THE HUB OF WISHES**  
**Financial Statements**  
**for the year ended 30 April 2021**

**Notes to the Financial Statements**

Fixed Assets

Fixtures, fittings and equipment

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Current assets

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Current liabilities

Deferred income

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**2. GRANTS RECEIVED**

Grants receivable during the year are as follows:

|                       |                  |
|-----------------------|------------------|
| Durham County Council | 48,614.96        |
| Livin Housing         | 930.00           |
| Miscellaneous funding | 10,000.00        |
|                       | <u>59,544.96</u> |

**3. STAFF COSTS**

During the year the charity employed 2 members of staff, none of whom earned £60,000 p. a. or more.

There was no trustee's remuneration or other benefits for the year ended 30 April 2021 nor for the year ended 30 April 2020.

**4. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

|   | <b>2021</b>   | <b>2020</b>   |
|---|---------------|---------------|
| Prepayments and accrued income – unrestricted | <u>305.93</u> | <u>305.93</u> |

**5. LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR**

|  | <b>2021</b>     | <b>2020</b>     |
|--|-----------------|-----------------|
| Accruals – unrestricted                        | 1,112.00        | 1,112.00        |
| Deferred income – unrestricted                 | 6,281.00        | 6,281.00        |
| Social Security and other taxes - unrestricted | <u>1,154.90</u> | <u>1,159.20</u> |
|  | <u>8,547.90</u> | <u>8,552.20</u> |