Eastgate, Exmouth Road, West Hill, Ottery St. Mary, Devon EX11 1UX Tel. 01404 811263 Mob. 07789 495310 email: <u>chrishighnam@btinternet.com</u>

01/03/2018

I have checked the figures in this account and confirm that I believe the balance sheet shows the true record of the activities of The Station for the year ending on 31st March 2017.

CW Highnam

Chris Highnam

Sheet1

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Opening balance	9991.64	Wages	8815.83
		Services	1370.87
Donations (ring fenced)	1150.00	Insurance	987.37
Donations	1713.96	Cleaning	1058.00
Grants	3000.00	DBS Checks	136.00
Hire income	4510.48	Licences	259.50
		Purchases	1518.38
		Repairs	756.91
		Misc	1165.00
		Closing balance	4298.14
	20366.08		20366.00
Creditors	1038.92		

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			Accounts for year ending 31st March 2017				Current Bank balance			4,298.19				
			Ottery Station CIO formed on 7th September 2015				Available to spen							
			Barclays Account 33534103				Ring Fenced for You		ers	715.00				
			Sort Code 20-30-47				Donated Funds to da			5,863.96				
			Charity Number 1163439				Other Income to date			4,510.48				
			Accounting year ends 31st March.				Uncleared cheques			0.00 1,038.92				
			Hire income for year 4,510.4	8 5,863.96	10,374.44		Unpaid invoices/donat	tions		1,030.92	Big Lottery Fund Grant must be s 2,285.01	-	21st 2017	
		Project inco	ome c/f		9,903.22				Project expenditure Nett available for pro		9,188.23 715.00			
BANK			INCOME 14,502.		5,863.96					EXPENDITURE	16,067.90 0.00 9,188.23		1,061.0	
		invoice		unpaid invoices and donations notified and	Big Lottery Fund and other	paying in reference					uncleared cheques/ Big Lottery	,	Youth worker	
		number	b/f from previous year less balacing figure for bank reconciliation	awaited	donations		it	tem numb	er		bills Fund		hours	Hourly I
4/17/15	balance b/f		9978.12 9,991.64 -13.52	4						In future TV Licence will be by Direct Debit - next due 1st October 2016				
9/5/16	hire charge	003	OSM Silver Band - 4 sessions, 3/9 to 24/9 60.00			100016	3/29/16	1	telephone	BT Direct Debit	15.60	direct debit		
9/5/16	hire charge	014	OSM Silver band - November bookings 30.00			100016	4/1/16	2	dbs checks	Devon County Inv 53615833	53.60	BACS		
4/5/16	hire charge	015 C001	Paul Barnes - RVS Resilience Project Worker54.00Exercise classes Nov 2015 - £30.0054.00		L		4/7/16	3	misc misc	Roger Chambers- key rings Securexe Security Systems Invoice 05148	4.20 389.00	BACS BACS		
	credit note	C001	Mens shed meeting - £6.00				4/18/16		telephone	BT Direct Debit - April	15.60	direct debit		
4/20/16	hire charge	024	OSM Silver Band - Feb 2016 60.00			100010	4/28/16	6	youth worker	Alison Lawrence - April	218.50	BACS	19.0	£1
9/5/16	hire charge	028	Ottery Community Theatre 6.00			100016	4/28/16	7	youth worker	Samantha Durkin - April	164.00	BACS	20.5	£8
4/5/16	hire charge	020	Marilyn Wills 24.00			10008	4/28/16	8	youth worker	Aled Foley - April	39.75	BACS	7.5	£
5/10/16	hire charge	029	OSM Silver Band March 2016 75.00			100011	4/28/16	9	youth worker	Cody Dillon - April	39.75	BACS	7.5	f
5/9/16	hire charge	030	Sandra Chapman March 2016 50.00				5/9/16	10	cleaning	Wills M	76.50	BACS		
8/4/16	hire charge	031	EDVSA March24th 20.00				5/11/16	11	dbs checks	Devon County Inv 53814225	53.60	BACS		
/13/16	hire charge	032	Martin Redfern March 13th 50% rate25.00			100009	5/14/16	12	misc	Cleaning supplies	18.50	BACS		
5/9/16	hire charge	033	EDVSA 12.5hours April 64.00				5/26/16	13	telephone	BT Direct Debits WW35084794M012 DDR	18.98	direct debit		
F 10 14 C	hire charge	034	Paul Barnes - 18 hours April (NB revised hours to 12)	72.00		400046	5/27/16	14	youth worker	Alison Lawrence - May	287.50	BACS	25.0	f1
5/9/16	hire charge	035	Sandra Chapman 5 hours April 50.00 OSM Silver Band Shours April 60.00			100016	5/27/16	15	youth worker	Samantha Durkin - May	216.00	BACS	27.0	f
2/10/17 5/9/16	hire charge	036	OSM Silver Band 8hours April60.00Ottery Scouts 2 hours April30.00			100023	5/27/16	16	youth worker	Aled Foley - May Cody Dillon - May	37.10 37.10	BACS BACS	7.0 7.0	f f
5/3/16	hire charge	037	Offering Scouls 2 hours April 30.00 OT Twinning Association 50.00				6/6/16	17	cleaning	Wills M	76.50	BACS	7.0	
6/22/16	hire charge	039	EDVSA May 2016 51.50				5/26/16	10	telephone	BT Direct Debits WW35084794M012 GU	18.98	direct debit	:	
6/16/16	hire charge	040	OSM Silver Band 4 hours May 2016 30.00			100014	6/9/16	20	misc	Argos Fire Protection Ltd - annual fire extinguisher service	86.20	BACS		
	hire charge	041	Ottery Community Theatre AGM	12.00			6/9/16	21	misc	Roger Chambers- padlock and keys	23.93	BACS		
6/8/16	hire charge	042	Alastair Gillies - Children's party 20.00			100013	6/12/16	22	dbs checks	Devon County Inv 53814524 - G Dobson vetting checks	9.60	BACS		
6/6/16	hire charge	043	Men's Shed 10.00			100012	6/13/16	23	insurance	Access Insurance - Beacon lighting	246.38	BACS		
7/6/16	donation		OSM Town Council - EDDC award for work on Ottery Station		100.00	100015	6/28/16	24	misc	Babyminder Horizontal baby Changer/ Direct365 100039462	192.00	BACS		<u> </u>
- / /	hire charge	044	Devon Carers	44.00			7/2/16	25	youth worker	Alison Lawrence - June	356.50	BACS	31.0	£1
7/14/16	hire charge	045	EDVSA 12.50				7/2/16	26	youth worker	Samantha Durkin - June	300.00	BACS	37.5	£8
8/1/16 2/10/17	hire charge	046	Sandra Chapman60.00OSM Silver Band June 201645.00			100023	7/2/16	27 28	youth worker	Aled Foley - June Cody Dillon - June	53.00	BACS BACS	10.0 10.0	f.
9/5/16	hire charge	047	OSM Silver Band July 201630.00			100023	6/27/16	20	telephone	BT Direct Debits	79.38	direct debit	10.0	L.
5,5,10	hire charge	040	Devon Carers	31.50		100010	0/21/10	30	misc	Ian Summerscales - various repairs, blind blackouts etc	75.56	quote		
10/3/16	hire charge	050	Sandra Chapman 40.00				7/8/16	31	dbs checks	Devon County Inv 53814853 - vD Thomas	9.60	BACS		
8/4/16	hire charge	051	EDVSA 45.00				7/4/16	32	cleaning	Wills M	76.50	direct debit	;	
	hire charge	052	Paul Barnes - Resilience Project Worker, RVS in credit £6.00				7/11/16	33	misc	Actavodirect - 4 crowd control barriers	100.80	BACS		
8/28/16	hire charge	053	Action for Children - 27th July52.50				7/14/16	34	misc	Ian Summerscales - carpentry work	154.60	BACS		<u> </u>
8/18/16	donation		Waitrose Charity Cheque		280.00		7/19/16	35	cleaning	Paul Whittock - Alfresco window cleaning services 7/7/16	35.00	BACS		<u> </u>
8/23/16	donation		OSM Town Council - reimbursement for exp tems 24 and 33		292.80		7/26/16	36	telephone	BT Direct Debits	101.42	BACS		
8/25/16	donation		Tuck and Subs from Youth Groups to Aug 2016		164.42		7/27/16	37	misc	Initial contract Inv 32026925 3 slimline sanitact auto white	51.84 264.50	BACS	00.0	
/27/16 /30/16	donation	054	Cinema Club takings from Sandra Chapman 262.50 Action for Children Aug 262.50		123.00		7/29/16	38 39	youth worker youth worker	Alison Lawrence - July Samantha Durkin - July	264.50 184.00	BACS BACS	23.0 23.0	f f
2/22/16	hire charge	054	Action for Children Aug 262.50 Devon Carers 44.00				7/29/16	39 40	youth worker	Aled Foley - July	39.75	BACS	7.5	f
/10/17	hire charge	055	OSM Silver Band 15.00			100023	7/29/16	41	youth worker	Cody Dillon - July	39.75	BACS	7.5	
9/5/16	hire charge	057	Kulu Band 12.00			100016	8/1/16	42	cleaning	Wills M	76.50	direct debit		
0/5/16	hire charge	058	Devon Carers - Sept 44.00				8/17/16	43	software	Roger Chambers - reimbursement for tt-exchange costs	246.00	BACS		
/28/16	hire charge	059	Action for Children - Sept 210.00				8/18/16	44	Misc	Doorbell from Amazon - reimburse Roger Chambers	13.99	BACS		
/10/17	hire charge	060	OSM Silver Band - Sept 60.00			100023	8/25/16	45	telephone	BT Direct Debits	84.45	direct debit		
/10/16	hire charge	061	EDVSA Sept 42.00				8/11/16	46	training	Child Protection Training - levels 2 and 3 - Ali and Sam	200.00	BACS		
	hire charge	062	Martin Redfern 50.00				9/6/16	47	youth worker	Alison Lawrence - Aug	287.50	BACS	25.0	£1
/23/16	hire charge	063	Devon Carers 44.00				9/6/16	48	youth worker	Samantha Durkin - Aug	184.00	BACS	23.0	<u> </u>
/13/17	hire charge	064	Action for Children - Oct 210.00 The Station Colourists 180.00			100018	8/30/16	49 50	cleaning telephone	Wills M BT Direct Debits	76.50 33.03	direct debit direct debit		
12/5/16 12/5/16	hire charge	065	The Station Colourists 180.00 Action East Devon 12.00			100019	9/27/16 9/29/16	50 51	youth worker	BT Direct Debits Alison Lawrence - Sept	460.00	BACS	40.0	£
/10/17	hire charge	066	OSM Silver Band 60.00			100023	9/29/16	51	youth worker	Samantha Durkin - Sept	192.00	BACS	24.0	L.
/30/16	hire charge	068	Action for Children - Nov 262.50				9/29/16	53	youth worker	Aled Foley - Sept	47.70	BACS	9.0	t t
	hire charge	069	Carnival Committee 60.00				9/29/16	54	youth worker	Cody Dillon - Sept	63.60	BACS	12.0	
/10/17	hire charge	070	OSM Silver band - November bookings 60.00			100023	9/29/16	55	misc	Sandra Chapman - reimbursement for Christmas Tree	37.50	BACS		
/23/16	hire charge	071	Devon Carers (Kate Brennan) 44.00				9/26/16	56	cleaning	Wills M	76.50	direct debit		
2/5/16	hire charge	072	Martin Redfern 50.00				10/7/16	57	cleaning	Paul Whittock - Alfresco window cleaning services 7/7/16	35.00	BACS		
12/7/16	hire charge	073	Ottery Scouts 2 hours April 30.00				10/24/16	58	TV licence	TV Licence DDA 3738931618 first ddr	145.50	direct debit		<u> </u>
12/2/16	refund		VOYC Devon, 100 Club. See item 46 expenditure		200.00	100017	10/24/16	59	cleaning	Wills M	76.50	direct debit		
12/7/16	donation		Rotary - ring fenced for Pool table, air hockey and table tennis unit		400.00		10/26/16	60	telephone	BT direct debit	30.54	direct debit	1	-
12/7/16	donation		Claire Wright Locality Budget Bayment _ ring fenced for BA and Blueteeth Speaker System		53.74		11/3/16	61	youth worker	Alison Lawrence - Oct	563.50	BACS	49.0	£1
2/21/16 2/10/17	donation hire charge	074	Claire Wright Locality Budget Payment - ring fenced for PA and Bluetooth Speaker System,		450.00	100023	11/3/16 11/3/16	62 63	youth worker youth worker	Samantha Durkin -Oct Aled Foley - Oct	296.00 79.50	BACS BACS	37.0	f f
/10/17 /16/17	hire charge	074	OSM Silver Band - December bookings 45.00 Devon Carers 34.00			100023	11/3/16	63 64	youth worker	Cody Dillon - Oct	79.50	BACS	15.0 15.0	f
111111		010	34.00	1			11/3/10	U T	JOULI WOIKEI		/3.30	0703	10.0	

1/3/17	hire charge	077	Sarah Sanders	40.00			1993	11/7/16	66	misc	Roger Chambers - doorbell chimes and hand towels	53.71		BACS		
1/29/17	hire charge	078	Devon County Council - Family Solutions Service	29.00		1		11/7/16	67	youth worker	Megan Atherton [Lawrence] - Oct		19.35	BACS	5.0	£3.8
1/5/17	hire charge	079	Action East Devon - Hannah Reynolds	12.00				11/9/16	68	youth worker	Megan Atherton [Lawrence] - Oct correction to hourly rate and hours		40.65	BACS	10.0	£4.
1/30/17	hire charge	080	Station Colourists - to 23/3/17	240.00				11/10/16	69	cleaning	Paul Whittock - Alfresco window cleaning services 7/7/16	35.00		BACS	10.0	ATT.
1/12/17	donation	000	Sale of Container - per Glyn Dobson.	a prophetic and the frequency from pile the definition of the second second		300.00	100019	11/13/16	70	misc	Roger Chambers - gents door closer reimbursement	54.99	11111111111111111111111111111111111111	BACS		
1/16/17	donation	BOSSING MARK	Mr Jan-Eric Ostariund - ring fenced for pool table etc	No. of Concession, Name	ALC: NOT SHOULD BE	300.00	100019	11/28/16	71	telephone	BT direct debit	28.35		direct debit		
1/16/17	donation		Mir Jan-Enc Ustanung - nig rended för poor table etc Devon County Council - Locality Budget Payment					11/20/16	72	cleaning	Wills M	76.50		direct debit		
1/21/17																
	donation	State State State State	The Norman Family - NFC Grant			CRAMPS OF		11/29/16	73	misc	Bebbington Steps padlock protection for front gate	66.00		BACS		
2/7/17	hire charge	081	Vicky Pile	40.00			100021	11/30/16	74	youth worker	Alison Lawrence - Nov		655.50	BACS	57.0	£11
/24/17	hire charge	082	Action for Children	210.00				11/30/16	75	youth worker	Samantha Durkin -Nov		228.00	BACS	28.5	£8
/10/17	hire charge	083	Ottery St Mary silver band	60.00			100023	11/30/16	76	youth worker	Aled Foley -Nov		66.60	BACS	12.0	£5
/13/17	hire charge	084	New Life Church	80.00			100024	11/30/16	77	youth worker	Cody Dillon -Nov		66.60	BACS	12.0	£5
3/6/17	hire charge	085	Devon Carers	31.50				11/30/16	78	youth worker	Megan Atherton [Lawrence] -Nov		108.00	BACS	27.0	£A
	hire charge	086	Action for Blind People		60.00			11/5/16	79	misc	Roger Chambers - various expenses	140.99		BACS		
/27/17	hire charge	087	Action East Devon, Younghayes Centre	20.00				12/17/16	80	misc	Roger Chambers - Squire padlock for side gate	18.80		BACS		
2/8/17	donation		Sale of snooker table			100.00		12/19/16	81	rent	Annual rent for Ottery Station	100.00		BACS		
	hire charge	088	Ottery St Mary Silver Band		60.00			12/19/16	82	youth worker	Alison Lawrence - Dec		310.50	BACS	27.0	£11
/13/17	hire charge	089	New Life Church	80.00			100025	12/19/16	83	youth worker	Semantha Durkin -Dec		160.00	BACS	20.0	£8
/24/17	hire charge	090	Action for Children	210.00				12/19/16	84	youth worker	Aled Foley - Dec		41.63	BACS	7.5	£S
3/6/17	hire charge	091	Devon Carers	39.00				12/19/16	85	youth worker	Cody Dillon - Dec		41.63	BACS	7.5	£5
/27/17	hire charge	092	Martin Redfern/Tracey Wills	60.00				12/19/16	86	youth worker	Megan Atherton [Lawrence] -Dec		48.00	BACS	12.0	E
/27/17	hire charge	093	Action East Devon	24.00	And the second		and the second	12/19/16	87	cleaning	Wills M	76.50		direct debit		
Constants for the second second second	donation		Profits fron Door and Tuck Shop			100.00		12/28/16		telephone	BT direct debit	33.45		direct debit		Photo: ball and the second
3/8/17	electricity	094	Mens Shed -	47.48			and the second of the second second	1/2/17	89	mise	Roger Chambers - 3 Invoices for Bluetooth speaker/PA	447.84		8405	ASS STREET	1000
5/0/21	electricity	095	Recycling in Ottery		201.38			1/11/17	90	misc	Devon Communities Together membership fee	50.00		BACS	Contraction into	And the second second
		096	Action for children		262.50			1/12/17	91	misc	Youth Mental Health First Aid course - Sam Durkin and Ali lawrence	288.00		BACS		
	hire charge	096	OSM Silver Band		75.00			1/12/17	91	cleaning	Wills M	76.50		direct debit	harrowner	
	hire charge				12.00											
the second second second	hire charge	098	Devon Carers		12.00			1/27/17	93	cleaning	Paul Whitchurch - window cleaning	35.00		BACS		
/31/17	hire charge	099	Action for Blind People	60.00				1/27/17	94	misc	Roger Chambers - station expenses	25.50		BACS		
/21/17	hire charge	100	New Life Church	60	40.00			10/27/17	95	misc	Roger Chambers - locksmith and lock	135.67		BACS		
3/31/17	hire charge	101	Action East Devon	72.00				1/26/17	96	telephone	bt direct debits	35.26		direct debit		
-	hire charge	102	Creation Sation Honiton		24.00			2/1/17	97	youth worker	Alison Lawrence - Jan		287.50	BACS	25.0	£11
	hiré charge	103	Angel Care OSM		144.54		and an other states and a state of the state	2/1/17	98	youth worker	Samantha Durkin -Jan		168.00	BACS	21.0	£8
								2/1/17	99	youth worker	Aled Foley - Jan		55.50	BACS	10.0	£5
								2/1/17	100	youth worker	Cody Dillon - Jan		55.50	BACS	10.0	£5
								2/1/17	101	youth worker	Megan Atherton [Lawrence] - Jan		84.00	BACS	21.0	£4
								2/8/17	102	electricity	SSE Southern Electric	45.81		BACS		
								2/8/17	103	gas	SSE Gas	225.59	annen parte de la forte la provincia de la Constana	BACS		
	and the second sec							2/8/17	104	telephone	BT Direct debits	35.26	1 - 1	BACS	and the second designed as the second	Carlo and C
							and the second sec		105	cleaning	Wills M	76.50	and the figure is shall be found for a second s	direct debit		
								2/28/17	106	youth worker	Alison Lawrence - Feb	70.50	483.00	BACS	42.0	£11.5
								2/28/17	107	youth worker	Samantha Durkin - Feb		312.00	BACS	39.0	£8.0
				1.112.4*1.1**.1**.1**.1**.1**.**********		-		2/28/17	107	youth worker	Aled Foley - Feb		41.63	BACS	7.5	£5.5
			1					2/28/17	108		Cody Dillon - Feb		55.50	BACS	10.0	£5.5
										youth worker						
								2/28/17	110	youth worker	Megan Atherton [Lawrence] - Feb		96.00	BACS	24.0	£4.0
								3/1/17	111	misc	Various expenses - Roger Chambers	113.60		BACS		
								3/2/17	112	electricity	SSE Southern Electric	196.49		BACS		
								3/2/17	113	gas	SSE Gas	94.96		BACS		
								3/2/17	114		South West Water	109.40		BACS		
				and a state of the				3/2/17		telephone	BT Direct debits	37.70		direct debit		
							and the second s	3/2/17	116	misc	Projector remote - Roger Chambers	76.47		BACS		
								3/8/17	117	misc	Mens Shed - Stage work in main hall	256.22		BACS		
								3/13/17	118	cleaning	Wills M	76.50		direct debit		1
								3/13/17	119	elctricity	SSE Southern Electric	93.05		BACS		
								3/23/17	120	misc	Floodlights etc	93.98		BACS		
				and a second sec				3/27/17	121	telephone	BT Direct debits	37.57		BACS		-
				and the second		a new particular the new particular the		3/30/17	122	vouth worker	Alison Lawrence -		356.50	BACS	31.0	£11
								3/30/17	123	youth worker	Samantha Durkin -		216.00	BACS	27.0	£8.
	the second							3/30/17	124	youth worker	Aled Foley -		55.50	BACS	10.0	£5.
								3/30/17	124	youth worker	Cody Dillon -		83.25	BACS	10.0	£5.5
								3/30/17	126	youth worker	Megan Atherton [Lawrence] -		96.00	BACS	24.0	
												9.60				£4.00



OTTERY STATION The Station, Mill Street, Ottery St Mary, Devon EX11 1AH

Annual Report for the year 1st April 2016 to 30th April 2017

The Charity is Registered with the Charity Commission as a Charitable Incorporated Organisation Charity No: 1163439

The Charity's registered address is:

The Station Mill Street Ottery St Mary Devon EX11 1AH

The Members of the Managing Committee during the year were:-

Rev Malcom Dick Chairman (Trustee)

Michael Green Treasurer (Trustee)

Roger Chambers Secretary (Trustee)

Sandra Chapman (Trustee)

John Campion (Trustee)

Philip Henderson (Trustee)

David Thomas (trustee appointed 21st July 2016)

Glyn Dobson (Trustee appointed 21st July 2016)

Maggie Stacey (Trustee appointed 29th March 2017)

Mark Gerry (Honorary Member)

The Charity is Registered with the Charity Commission as a Charitable Incorporated Organisation Charity No: 1163439

The Charity's registered address is:

The Station Mill Street Ottery St Mary Devon EX11 1A

Objectives and Activities

Ottery Station exists to:

1. Further or benefit the residents of the parishes of Ottery St Mary and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.



OTTERY STATION The Station, Mill Street, Ottery St Mary, Devon EX11 1AH

To establish or secure the establishment of a community centre and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a centre for activities promoted by the charity in furtherance of the above objects.

2. To advance in life and help young people, especially but not exclusively through leisure time activities, so as to develop their capabilities that they may grow to full maturity as individuals and members of society.

Progress

During 2016 the Youth Clubs have become established as regular weekly events during term time on Monday and Wednesday's. A homework Club was tried later in the year, taking place prior to the Youth Club but this was discontinued due to lack of funds at that time. It is hoped to start this again in the future when funds are available.

An additional Youth Club started on a Friday evening by the New Life Church group.

Bookings by additional groups and private individuals to use the hall have gradually increased during the year, and more are likely during 2017.

Funding is still high on the agenda for the Trustees and various funds have been sourced during the year.

During the year funds were received from Jan-Eric Osterlund towards the purchase of a new Pool Table, Waitrose, The Norman Family Trust, Ottery St Mary Town Council, Rotary Club of Otter Valley, The Ottery Carnival Committee, The Co-Op, and Claire Wright's Locality Budget

Safeguarding

In line with our Constitution and good practice all Trustees and youth workers have completed DBS checks using the DBS Update service which will be maintained as is appropriate.

During the year we have instituted an online Booking Form on Facebook and integrated the Calendar so users can see when the facilities are available.

Finances:

The finances at the end of the financial period of 31st March 2017 showed a bank balance of £4,298



OTTERY STATION

The Station, Mill Street, Ottery St Mary, Devon EX11 1AH

Signed on behalf of the Managing Committee

......Rev Malcolm Dick, Chairman

Date: 10th January 2017

-

......Mr Michael Green Treasurer Date: 10th January 2017

Ottery Station, The Station, Mill Street Ottery St Mary EX11 1AH

Charity Registration No: 1163439

Contact: info.otterystation@gmail.com p3 of 3