



# Dore Village Society

(Registered Charity number 1017051)

Year ended 31<sup>st</sup> December 2017

Independent Examiner's Report

Trustees' Report

Financial Statements

# Trustees' Report

## Objectives and Activities

The Society is the designated Neighbourhood Forum for the Dore Area, with responsibility for preparing a Neighbourhood Plan for Dore.

The Society aims to foster the protection and enhancement of the local environment, amenities and facilities within Dore, to encourage a spirit of community and record its historic development.

A copy of the Constitution and a map of the Area of Benefit can be viewed in the Dore Village Society (DVS) Office, or online at [www.dorevillage.co.uk](http://www.dorevillage.co.uk). The constitution is under the tab "Dore Village Society" and the map is under the tab "Dore Neighbourhood Forum" as item 11.

About two thirds of our income is expended on the day-to-day running costs of the Society and our continuing commitments: maintaining the war memorial, funding the Dragon Hunt, the Christmas trees and lights, the Lantern Parade, the summer flower tubs, a contribution to the Dore Festival, donations to various charities and voluntary groups, and producing Dore to Door. Dore to Door is the Society's free quarterly community magazine and is distributed (by volunteers to whom we are very grateful) free to every household in Dore.

The Society also organises the Dore Show through its sub-committee and supports the work of the Doreways group by funding its activities. Other Dore Village Society events include Wyvern Walkers, the Lantern Parade and the annual Wassail Walk.

In addition the Society has continued its work as a Neighbourhood Forum to develop a Dore Neighbourhood Development Plan. A Steering Group and several Working Groups made significant progress in preparing a draft document for consultation with the two planning authorities which control planning in our Area of Benefit: Sheffield City Council and the Peak District National Park. Dore residents and a variety of interest groups were also consulted. A considerable number of DVS members have joined these Groups to ensure that the Plan is as representative as possible of the views and aspirations of the community.

We have liaised closely with Sheffield City Council and Amey and made representations continuously over several months about their plans to replace trees in the village, pressing very hard for the reprieve for the best of our mature healthy trees.

Extensive work continues to be done on the upkeep and extension of the archive and local history records. These are a vital element of the Society's activities and the archive continues to expand as we collect and receive additional material.

Once again the Society has produced a calendar.

The Society's website was completely redesigned with the addition of new functionality and features. The redevelopment was completed in late summer the new site was launched in the autumn. The website continues to provide extensive and valuable information on local activities, events, history and local services and we are in the process of extending this with new content.

Any expenditure beyond the above goes on our other constitutional responsibilities and in responding to and supporting suggestions from Dore residents. Such expenditure is assessed at regular DVS committee meetings in accordance with our constitution and guidance issued by the Charity Commission on public benefit.

At the end of the year the paid up membership of the Society stood at 916, with 79 Wyvern members. The Committee takes this opportunity to thank all those people who have helped, worked and supported the Society this year.

### **Financial Review**

The Charity's financial position at the end of the year is in accordance with the budget and is considered to be satisfactory.

The Society has as its policy the aim to fund all of its regular running costs out of membership subscriptions, leaving other income sources to generate surpluses which can be used to build up specified reserves, make grants and donations and to carry out activities to the benefit of the community. There has been a small shortfall for the last three years in this area of income but this has not had a material impact on our reserves. Action is being taken to address this via a recruitment drive.

The Society holds specific reserves. The ongoing task of protecting our local environment, amenities and facilities occasionally highlights significant and expensive concerns. The Trustees have therefore specifically designated that £35,000 shall be kept in reserve to meet any planning and property issues and a further £20,000 for any major local projects. A review of the amounts needed in these reserves is carried out annually. The remaining balance of funds available for general use at the yearend stands at £32,418 which the Trustees consider to be sufficient for the Charity's needs.

The Charity's sources of funds during the year, and expense thereof, are clearly set out in the Income and Expenditure Account and attached Notes.

### **Structure, Governance and Management**

The Dore Village Society is a Trust. It was registered with the Charity Commission on 4<sup>th</sup> February 1993. It is governed by its Constitution and is managed by its Trustees.

The Trustees are the members of the Dore Village Society Executive Committee, each of whom is appointed following nomination and vote at an Annual General Meeting. Any casual vacancies during the year are filled at Trustees' discretion but have to stand for reappointment at the next Annual General Meeting.

Executive Committee members are elected for a period of three years and outgoing members may be re-elected. The maximum period for which an individual shall serve as a member of the Executive Committee shall be twelve years, but this does not have to be a continuous period.

A power of appointment of new Trustees is vested in the Executive Committee so that newly elected members of the Executive Committee, and members appointed to fill casual vacancies, can be formally appointed as Trustees.

The Executive Committee meets monthly from January to November inclusive.

The Society indemnifies the Trustees in their duties (including the proper charge of a trustee being a trust corporation) and liability under such indemnity shall be a proper administrative expense.

Membership of the Society is open to all who are interested in furthering the purposes of the Society, principally, but not restricted to, all residents of Dore, those who work in Dore and elected local council members for Dore. Membership is also open to corporate members representing societies, associations, educational institutions and businesses in Dore. Current membership rates are £6 per annum for individuals and £35 for corporate members.

The address for correspondence is 120 Townhead Road, Sheffield, S17 3GB.

### Trustees who served in 2017

Trustee	Role
Keith Shaw	Chairman, Website and Notice Boards and Neighbourhood Forum Committee
David Bearpark \$	Deputy Chairman, Constitution, Charity Commission and Neighbourhood Forum Committee
Angela Rees \$	Secretary
Colin Robinson	Treasurer
Kath Lawrence #	Membership Secretary
Christina Stark	Community Activities and Dore Show committee chairwoman
Christopher Pennell *	Environment and Chairman of the Neighbourhood Forum Steering Group
David Crosby	Planning and Neighbourhood Forum Committee
Dawn Biram #	Environment
Dorne Coggins	Archives and Doreways liaison
Philip Howes #	Community Activities
Roger Viner \$	Community Activities
Tina Havenhand *	Deputy Treasurer and Community Activities
David Hayes *	Publicity and events organiser
Amanda Hughes **	Planning

\* Elected at the AGM on 7<sup>th</sup> June 2017

\$ Stood down at the AGM at the end of their three year terms

# Stood down at the AGM at the end of their three year terms and re-elected at the AGM

\*\* Appointed by the Trustees after the 2017 AGM to fill a casual vacancy and resigned in November

### Declaration

The Trustees declare that they have approved the Trustees' Report above and have authorised us to sign it on their behalf.

Full names	Position	Signatures
Keith Anthony Shaw	Chairman	
Colin Robinson	Treasurer	

## Independent examiner's report on the accounts

**Report to the Members of Dore Village Society on the accounts for the year ended 31<sup>st</sup> December 2017 set out on pages 6 to 11.**

**Respective responsibilities of trustees and examiner**

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the 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 examiner's statement**

My examination was carried out in accordance with 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 the 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 statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention 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 Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act
- have not been met; or

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

**Signed:**

**Name:**

Andrew Beard

**Relevant professional qualification(s) or body:**

**Address:**

8 Kerwin Close, Dore,  
Sheffield, S17 3DF

Dated 2018

## Financial Statements

### DORE VILLAGE SOCIETY

#### INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER

	Notes	<u>2017</u> £	<u>2016</u> £
<u>Income</u>			
Subscriptions		5,498	5,270
Donations		1,642	1,849
Gift aid tax refund		1,992	1,347
Interest		435	438
Sale of goods		1,646	2,474
"Dore to Door"		27,665	27,437
Dore Show		2,135	2,298
Sundry Income		517	120
		<u>41,529</u>	<u>41,234</u>
<u>Expenditure</u>			
Room rent		2,400	2,400
Administration		1,089	1,112
Maintenance		53	75
Insurance		927	905
Charitable donations	8	4,305	2,198
Subscriptions		15	15
Archives		78	110
Website		9,563	1,383
Village projects	9	16,035	12,770
Miscellaneous		282	552
Goods for sale		929	2,255
"Dore to Door"		12,886	13,458
Dore Show		1,458	1,801
Equipment depreciation		541	546
		<u>50,561</u>	<u>39,580</u>
Excess of income over expenditure		(9,032)	1,653
<u>Net movement in accumulated funds</u>			
Excess/(deficit) of income over expenditure		<u>(9,032)</u>	<u>1,653</u>

**DORE VILLAGE SOCIETY**

**BALANCE SHEET AT 31 DECEMBER**

	Notes	<u>2017</u> £	<u>2016</u> £
<u>Fixed assets</u>			
Tangible fixed assets	2	2,719	318
Heritage Assets	3	2,050	2,050
Investments	4	79,901	78,494
		84,670	80,862
<u>Current assets</u>			
Debtors & prepayments	5	5,096	8,258
Cash at bank & in hand		12,271	14,627
		17,367	22,885
<u>Current liabilities</u>			
Creditors & accruals	6	(14,619)	(7,297)
			15,588
<u>Net current assets</u>		2,748	8
<u>Total net assets</u>		87,418	96,450
<u>Represented by:</u>			
Designated Reserve Funds			
Planning & Property		35,000	35,000
Local Projects		20,000	20,000
		55,000	55,000
General Funds			
As at January 2016		41,450	39,797
Surplus for the year		(9,032)	1,653
		32,418	41,450
<u>Total Reserves</u>		87,418	96,450



Keith Shaw  
Chairman  
27 March 2018

Colin Robinson  
Treasurer  
27 March 2018

## **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2017**

### 1. Accounting policies

- a. The financial statements are prepared on an accruals basis.
- b. Office furniture is shown at cost less depreciation which is calculated to write off the cost over its expected useful life.

### 2. Tangible Fixed Assets

	Office equipment £	Total £
Cost at 31 December 2016	7,063	7,063
Additions	2,942	2,942
Disposals	<u>0</u>	<u>0</u>
Cost at 31 December 2017	<u>10,005</u>	<u>10,005</u>
Depreciation reserve at 31 December 2016	6,745	6,745
Charge for year	541	541
Disposals	<u>0</u>	<u>0</u>
Depreciation reserve at 31 December 2017	<u>7,286</u>	<u>7,286</u>
Net book value at 31 December 2017	<u>2,719</u>	<u>2,719</u>

### 3. Heritage Assets

	<u>2017</u> £	<u>2016</u> £
Cost and Net book value at 31 December	2,050	2,050

The antique clocks, map and Christmas card paintings collection was previously included as part of Note 2 Fixed Assets, but has now been reclassified as Heritage Assets. The collection was last

valued by Messrs Dowse & Son in April 2011, but the Committee do not believe the cost of revaluation can be justified, or that the sale value has changed materially since then.

	<u>2017</u>	<u>2016</u>
	£	£
<u>4. Investments</u>		
CAF deposit fund	5	5
CAF 30 day deposit account	0	10,428
Scottish Widows 90 day deposit account	7,888	57,874
COIF Charities deposit fund	10,211	10,187
CAF 60 day notice account	<u>61,797</u>	<u>0</u>
	<u>79,901</u>	<u>78,494</u>

	<u>2017</u>	<u>2016</u>
	£	£
<u>5. Debtors and prepayments</u>		
“Dore to Door” advertising	2,079	2,626
Dore Show programme advertising	0	80
Gift Aid taxation	1,993	1,347
Other debtors		
Prepayments	<u>1,024</u>	<u>4,206</u>
	<u>5,096</u>	<u>8,259</u>
<u>6. Creditors and accruals</u>		
Payments received in advance	7,775	5,558
Other creditors	200	700
Accruals	<u>6,644</u>	<u>1,039</u>
	<u>14,619</u>	<u>7,297</u>
<u>7. Accumulated funds</u>		
Funds at 1 January	96,450	94,797
Net movement for the year	<u>(9,032)</u>	<u>1,653</u>
	<u>87,418</u>	<u>96,450</u>
<u>8. Charitable donations</u>		
Sheffield Kidney Association (Dore Show)	0	325
Weston Park (Dore Show)	500	0
St John’s Ambulance (Dore Show)	25	0
Totley Rise Luncheon Club	200	200
Transport 17	430	500
Dore Methodist Luncheon Club	200	200
Dore Open Door Lunch Club	200	200
Dore and Totley Luncheon Club	200	200
St John’s Abbeydale Lunch Club	200	200
Dore Festival contribution	150	200
Dore Well Dressing	0	50
Rowan School	500	123
Dore Parents’ Association	1,500	0
Dore Flower Festival	<u>200</u>	<u>0</u>
	<u>4,305</u>	<u>2,198</u>

	<u>2017</u>	<u>2016</u>
	£	£
<u>9. Village projects</u>		
Car parking scheme	0	2,180
Christmas decorations and Lantern parade	5,014	809
Dore of Old exhibition	0	406
Dragon hunt	128	113
Electricity supply for Christmas lights	0	2,372
Flower tubs	2,808	2,652
Neighbourhood plan	3,576	2,193
Queen's 90 <sup>th</sup> Birthday	0	1,760
Party on the Green	2,024	0
Scarecrows	0	61
Visual archive	1,680	42
War memorial maintenance	120	145
Dore Junior school fun run	365	0
Welcome packs	16	0
Other projects	<u>304</u>	<u>36</u>
	<u>16,035</u>	<u>12,770</u>

DORE VILLAGE SOCIETY

STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds	Unrestricted funds
	<u>2017</u>	<u>2016</u>
	£	£
Income and endowments from:		
Donations and legacies	9,132	8,466
Charitable activities	2,135	2,298
Other trading activities	29,911	29,911
Investments	435	438
Other	517	121
Total	41,529	41,234
Resources expended		
Charitable activities	50,561	39,580
Net income before investment gains	(9,032)	1,653
Gains and losses on revaluation of fixed assets for the charity's own use	0	0
Other gains/(losses)	0	0
Adjustments for:-		
Depreciation	541	750
Additions to Fixed Assets	(2,942)	0
Loss/(profit) on the sale of fixed assets	0	0
(Increase)/decrease in stocks	0	1,088
(Increase)/decrease in debtors	3,162	3,915
Increase/(decrease) in creditors	7,322	(1,414)
Net cash provided by (used in) operating activities	(949)	5,993
Reconciliation of funds:		
Total funds brought forward	93,120	87,127
Total funds carried forward	92,171	93,120
Net movement in funds	(949)	5,993