

COMBE MILL SOCIETY
Minutes of AGM 30 July 2021



Minutes of the Annual General Meeting of the Combe Mill Society held on Friday 30th July 2021 at 19:30 in the Foreman's Office at Combe Mill.

1 Members Present and Apologies

1.1 Attendees

The meeting was attended by Terry Bailey, Robin Bowl, Clive Brimson, Derek Goddard (Director), Margaret Gruber (Director), Philip Hawtin (Chairman), Peter Hirst, Robin Long, Tony Simmons (Treasurer), Peter Trowles (Secretary), Ann Winfield, Ron Winfield. Eleven further members attended by proxy.

1.2 Apologies

Chris Callaghan, Steve Foster, Wendy Foster, Mike Hallam, Sheila Hallam, Gordon Lord, Richard Newman, John Ross, Doreen Turner.

2 Minutes of the 2020 AGM

The minutes of the 2020 AGM had been displayed on the members' page of the company's website and were received by the meeting.

3 Directors' Reports

3.1 Chairman's Report

The board's report to the meeting had been circulated to all members prior to the AGM. A copy of the full Report, which includes the Trustee's report to the Charity Commission, is appended to these minutes.

Introducing the report, the chairman noted the sad death of long-time member and former treasurer, David Jones. A tribute to David had been published in the March 2021 newsletter.

In response to a written enquiry from a member, the chairman explained that there was no policy as to when to recognise formally a member's contribution to the society. In his opinion, the ideal time was whilst members were still living and able to receive the society's gratitude. He had followed this approach in this year's report. In addition to those mentioned in the report, he expressed thanks to Helena and John Sylvester for their various contributions.

The chairman concluded by thanking his fellow directors and all the members who have worked on behalf of the mill during the difficult past year.

3.2 Treasurer's Report

The treasurer presented the following 2020-21 End of Year overview:

End of year overview

Our income was generated by:

Admissions

£137

Forge sales	£257
Tea Room sales	-
Retail sales	£69
Room and Equipment Hire	-
Experience Vouchers	£474
Donations	£1000
Grants	£20,674
Members' Subscriptions	£835
Sub total	£23,446
Other	£1,254
Total income	£24,700
We spent	£12,662
Total Spend	£12,662
Surplus	£12,038

Headline figures

We began the year with a total balance of £15,533 (£11,503)¹.

Our operating receipts for this financial year were £4,025 (£35,448) and we received COVID recovery grants of £20,674. Our operating cost was £12,662 (£31,535) – resulting in a surplus of £12,038 (£3,913).

We finished the year with a carry forward amount of £16,428 (£15,314).

To provide a little more detail, let's look at the **major cost categories**.

Fundraising activities generated £544 (£15,289) at a cost of £739 (£6,987). We had a deficit of -£195 (£8,302).

Receipts from the hire of rooms were £0 (£1,431). Sale of experience vouchers yielded £474 (£992)

Charitable activities – operating the Mill and demonstrating the forge and waterwheel raised £394 (£12,700) at a cost of £2,262 (£8,234) – a deficit of -£1,868 (£4,466).

Any surplus is considered as contributing to the cost of upkeep, maintenance and administration. Within this figure for charitable activities is the cost of maintenance and project work costing £1,849 (£5,318).

Voluntary Income comprises membership fees, donations and grants. Our receipts from these were £22,580 (£5,038). Our volunteer costs consist of paying for sustenance and protective clothing, travel costs and publishing the newsletter. This cost £312 (£238).

We did not receive a Community Activities grant from WODC this year.

¹ Figures in brackets are for financial year 2019-20

We recovered £1,045 (£1,443) in Gift Aid rebate as a result of membership subscriptions, donations and gift aided ticket sales. Of this over seven hundred pounds resulted from gifts from an anonymous donor. Without this sort on income many of the projects we undertake would not be possible.

Payments also relate to the **governance** of the Mill and comprise two parts – **upkeep** and **administration**. The cost of upkeep was £4,749 (£9,618) and the cost of administration was £4,598 (£5,424).

Under the heading of administration is the cost of PLI plus EL insurance, contents insurance and Directors and Officers cover. This year the cost of PLI rose significantly but having assessed our insurance cover requirements we established we are getting value for money.

We received 100% Council Tax Relief this year as a result of COVID support.

We finished this financial year with our saving reserve intact at £10,500 on which we earned £52 interest.

Attached is a receipts and payments summary of the last two financial years.

4 Appointment of Directors

Existing directors Tony Simmons and Peter Trowles retired by rotation and offered themselves for re-election. Co-opted directors Steve Foster and Wendy Foster retired in accordance with the articles and offered themselves for re-election. The chairman reported the results of the poll and declared that the four directors had been duly re-elected.

5 Approval of two Special Resolutions

The chairman explained that the purpose of the proposed new Article was to give the board the power to hold general meetings by electronic means or as a hybrid of face-to-face and electronic attendance. The need for this became apparent when it proved impossible to hold a face-to-face AGM in 2020 because of the Government imposed coronavirus restrictions.

By 18 votes in favour to 0 against (100% in favour) the meeting resolved that a new Article be added as follows:

“Any general meeting of the Society, including an annual general meeting, may, if the Directors consider it appropriate, be held either virtually by electronic means or in hybrid format with some Members attending in person (in such numbers and at such place as determined by the Directors, with the means of selecting which Members attend in person to be determined by the Directors) and some other Members attending virtually by electronic means.”

And that:

- a) The new Article be inserted under the heading General Meetings as number 15 and all succeeding Article numbers be increased by 1 (one) and
- b) All internal document cross references be amended as necessary”

The chairman also explained that, as a consequence of allowing electronic general meetings, existing Article 17 (2) should be amended to count members attending a meeting electronically in the calculation of a quorum for the meeting.

By 18 votes in favour to 0 against (100% in favour) the meeting resolved that sub clause (a) of current Article 17 (2) be amended to read as follows:

“(a) Ten members present in person or by electronic means or by proxy and entitled to vote upon the business to be conducted at the meeting; or”

7 Any other business

Clive Brimson proposed a vote of thanks to all those who have supported the mill and brought it to its current stage of development.

The meeting closed at 8:11 p.m.

Peter Trowles
Charity Secretary

Chairman's Report for 2020 – 2021

(with notes on the period 1 April 2021 to 18 July 2021)

Introduction

Last year I wrote, some six months late: 'I believe that back in April 2019 all Members felt pretty buoyant. But we live in challenging times and I guess that nobody envisaged what the future would bring.' I then went on to say that the delay in holding the 2020 AGM meant that the directors were able to include their Report to The Charity Commission and to make reference to some of the work done from April 2020. As matters turned out the Mill was effectively closed for the entire season.

Attached members will find a copy of the directors' report to the Charity Commission. I appreciate that the report to the Charity Commission uses somewhat arcane language but that is the way that the Commissioners require it. I urge members to read it because it describes the actions that the directors took in order to ensure that that the Society survived the pandemic in as good a condition as was practicable. Further the closure of the Mill under lock down means that, almost uniquely, I have little additional information that I can add to that in the Report to the Charity Commission.

Given that the AGM has again been delayed, I have chosen to keep members up to date by including information that has arisen after the end of the report year.

Key Issues in 2020/21

The Mill was already closed when the 2020/21 year started on 1st April 2020. The following is a brief list of the activities undertaken by the board during the following year

1. The first task faced by the board was to determine the likely effect of the pandemic on the ability of the charity to survive in a viable form that would allow it to carry out its objects in the future. As reported at the 2020 AGM, the board concluded that, thanks to the receipt of an initial grant of £10,000 from the government survival for a 12 month period, without any earned income, was practicable. This conclusion was further supported when the charity received additional payments from the government. The report to the Charity Commission sets out the final position.
2. The first two months saw little activity due to the severe impact of the government's initial lock down requirements. One or two members looked in at the Mill (when passing of course) to ensure that all was well. Since that initial period, although the route proved both rocky and unpredictable, there has overall been a gradual loosening of the restrictions.
3. In responding to the challenges, the board met every four to six weeks. During this period the principles underlying the board's approach were that in line with government guidance:
 - a. All work that could be done at home was done at home.

- b. Members of the Society should not be allowed to visit the Mill unless they had, in the opinion of the directors, a valid reason so to do.
 - c. Any work carried out at the Mill must be related to the safety or security of the building or its occupants, or be essential for the smooth reopening of the building to the public when the time came
 - d. In order to facilitate these principles, the directors delegated the decision taking to two nominated directors, who reported any decisions taken to the next board meeting.
4. The way that the loosening of government directions was authorised meant that work was initially confined to the grounds. Work in the buildings was not permitted. As a result, despite a massive flood earlier in the year, the grounds look immaculate. As a side effect of the lock down the car park was frequently almost empty: such a pity that the Mill had to be closed to visitors.
 5. In the summer months of 2020, there a marked quickening of activity and many of the multiplicity of tasks that had built up were completed. Many still remain: awaiting the necessary effort to undertake them.
 6. By October the board felt able to open the Mill for visits on Wednesdays. This required the production of a full COVID Risk Assessment. The Assessment achieved something of an undesirable record: It ran to nearly 10,000 words on 45 pages and even then did not include the use of the tea room! Unfortunately government guidance rapidly changed: the Mill was closed and did not open to visitors again during the 2020/21 season.
 7. Measurements during earlier steaming operations had showed that the Society's method of dosing the boiler did not deliver an important chemical (tannin) in the way expected and that some of it was wasted. A new tannin delivery system has been designed and installed in the boiler feed water circuit. This system should help to maximise the life of the boiler.
 8. The boiler was cleaned and prepared for its annual inspection and this was completed in early 2021. Happily, the boiler passed the inspection
 9. Another Member refurbished an old chain lift pump and a village hand pump and mounted them for display. Locally the chain lift pump was probably used to pump farm slurries and the hand pump for lifting well water.
The timing of this work could be advanced because it was carried out at the member's home.

The above examples are typical of the important tasks carried out by members. We are indebted to them. The tasks have in common the fact that they were all obviously useful. There is a further range of tasks that are necessary but largely unseen and therefore unappreciated. The following are typical of this genre.

1. Last year's accounts have been completed and are currently being independently examined before being filed at Companies House.
2. The necessary report for the Charities Commission has been completed and is ready for submission to the Commission, together with the accounts.

3. Fire extinguishers, fire alarms, emergency lighting and portable electrical tools are typical of the items that have to be regularly tested. Some of these tests need to be done many times a year. The Society is not only required to carry out these tests it has to keep written records showing that have been completed at the right time and with a satisfactory result. The Society is fortunate to have members willing to undertake the necessary work and to do so in a manner that can only be described as user friendly.

The Start of the 2021/22 Season

Reviewing the outcome of a long period of enforced closure, the board concluded that

1. Long periods of disuse meant that, despite best endeavours, both operators and machinery had become, at least metaphorically, rusty. Some revision was therefore necessary.
2. Irrespective of the skill levels of existing operators there was an urgent need to train additional operators.
3. The Mill needed to encourage the some 75% of its members, whom circumstances had effectively banished from the Mill, to return and once again become active participants or visitors.

We are now moving from lock down to normal service. The paragraphs below summarise what we have already done and our future plans.

1. Our starting point was the experience gained from the brief October opening. In 2021 we first opened to visitors for two Wednesdays in May and the half term June Wednesday. The tea room (now run by Wendy and Steve Foster) attracted a lot of business from members, visitors and neighbouring businesses.
As part of our COVID precautions the lift up servery flap was brought back into use so that a take away service is possible.
2. After a few false starts the training programme covering the operation of our steam plant got underway. The training is divided into three streams: operating the boiler, the beam engine and the small engines.
3. On the last Sunday in June we raised steam and ran all machinery for a Volunteer Recruitment event. Around fifteen people visited and a high proportion expressed interest in volunteering.
The event also gave the Mill's trainee operators further experience in operating the Mill's machinery. Members not directly concerned with running the event were invited to visit on a social basis. Sadly few chose to do so.
4. July 18 was our first full steaming event. The Mill arrangements worked well and give confidence that we are now in a position to run our normal steaming programme. There are four steaming events to come: the first being on 15th August when additionally many mind blowing models and collections will be on display.
5. We have reinstated the non-steaming Sunday events.
6. If you are not involved in helping to run the event on the day why not give us a visit? You will be very welcome.

Directors

At the end of the 2021 AGM Tony Simmons and Peter Trowles retire by rotation under the terms of the Mill's Articles [Article 32]. Wendy and Steve Foster who were co-opted by the

directors during the year also retire [Article 37 (2)]. As members have already been informed all four have agreed to be re-appointed and the directors have recommended that all are re-elected at the 2021 AGM for a further 3 years.

Thanks

There is no gainsaying that 2020/21 proved a most difficult year. Trustees need a special kind of outlook to manage a charitable trust in the middle of a pandemic. The directors have worked hard to develop the necessary skills. As their chairman I thank them for their patience and support and their continued good humour. Together with the willing help of those who worked on behalf of the Mill during this abnormal year, they have ensured that the Mill has survived the various lockdowns. Now as members return to the Mill we can look forward with confidence to the challenges that are now becoming all too apparent.

As a generalisation I try to avoid naming individuals because the message I want to convey is that all who work on behalf of the Mill are making important contributions to work of the charity. Each year some contributors seem exceptions to this general rule. This year I have picked out two members (Jan Stride and Charlie Rich) who both left the active list when they moved away. Jan has moved back to Kent to be closer to her family and Charlie and Moira have returned to Charlie's native South Wales. Jan kept us well fed and Charlie was a fund of useful technical knowledge and the ability to apply it. Those who worked with him will for ever recall his 'can do' enthusiasm. It left many of us feeling exhausted. We shall miss them both.

The Mill retains a core of active members. Together we are building on the work of our predecessors. As a result the Society is both founded and maintained. As Terry B once put it: *"Work never stops at the Mill, but everyone is always ready to help each other out. If you would like to come along and help, I'm sure that we can always find something for you."* And so say all of us. If we can continue to attract members with comparable skills and interests, we can look forward to the future with confidence.

Philip Hawtin

July 2021

The document attached below is the Trustees' Report to the Charity Commission.

From: 1 April 2020 to: 31 March 2021

Charity name: Combe Mill Society

Charity registration number: 1111029

Company number: 03784507

1. Objectives and activities

Purpose

The charity's objects ('Objects') are specifically restricted to the following

1. to advance the education of the public by the operation of Combe Mill at Blenheim Palace Sawmill, Combe, Witney, OX29 8ET, demonstrating, recording preserving, practising and disseminating the whole range of skills in the construction, maintenance, operation and associated activities of water and steam-powered mills, along with items directly associated with Combe Mill, the Blenheim Estate and Oxfordshire.
2. to research, establish, restore, maintain and equip Combe Mill to demonstrate, improve and teach the design, construction, operation and use of water- and steam-powered mills for the purpose of the education of the public, together with the dissemination of the results of any research conducted and to carry out works for the improvement, development and promotion of Combe Mill.

Main activities

The Society's main activities are those included in the Society's Objects quoted verbatim above.

Directors' confirmation with respect to public benefit

The directors confirm that to the best of their belief and knowledge that the decisions that they have taken are in accordance with the Commission's guidance on public benefit.

The chairman of any meeting of the directors is responsible for advising the meeting, as and when necessary, as to the need to conform to the Commission's guidance.

Additional information

Combe Mill Society (The Society) does not make grants or social investments as part of its charitable objectives.

The Society has a total membership of approximately 100: of which half are active and, in a normal year, contribute to the maintenance and operation of Combe Mill and demonstrate the working machinery and the supporting craft skills to the visiting public. The number able to contribute for much of the year was constrained by matters beyond the individual's control.

2. Financial review and the Impact of the COVID19 Pandemic

General

The COVID19 pandemic exposed the Society to a new and serious risk. The Mill was closed under government direction on the 23rd March 2020. Immediately following this initial lock down, the directors reviewed the forward financial position. Taking into account the then expected £10,000 emergency payment promised by the Government, the directors concluded that the Mill could withstand a complete shut down for the remainder of the 2020 Steaming Season.

Recognising this potential threat, the directors immediately put in place an inspection and emergency response regime. This complied with Government Guidance insofar as they understood it. This arrangement was maintained, as a minimum, throughout the financial year. The directors varied the actual permitted activities as government restrictions and guidance permitted. For example the Mill was briefly opened as a museum (but not steamed) in October 2020.

Normally the Society generates income from the sale of admission tickets, refreshments, activity experiences, retail and the hire of the riverside tea room. The COVID restrictions meant that the Society was unable to run many of these fundraising activities. Fortunately the Society's income was bolstered by receipt of Government grants amounting to £20,674.

The major decrease in activity meant that there was also a significant concomitant reduction in expenditure as shown by the following table (all figures rounded to the nearest £10)

Expenditure	2020/21	2019/20
Governance - Upkeep	£4,750	£7,770
Charitable Activities	£2,360	£8,230
Total	£7,110	£16,000

The net effect of these changes and the significant support received was that, over the year the ending 31 March 2021, the Society had an apparent excess of receipts over expenditure of £11,940 compared with an excess of £3,910 in 2020. The balance in the Charity's bank current account at 31 March 2021 was £16,236.

As previously reported, the reserves policy of the directors is to aim at a situation where the Society has reserves that will allow it to meet its core costs for one year. At the end of the financial year 2019-20, the Society had potential cash available totalling £15,000 (including its reserve fund of £10,500). One year later, thanks to government support, the cash sum available (including the reserve fund) had risen to £26,750. The implication of these figures is that the directors' judgement made in April 2020 and based on receipt of a grant of £10,000, that the Society would be able to survive the full year without significant income proved to be correct. The fact that further sums were made available has allowed the directors to be confident that, subject to due diligence, the Society will be able to resume full trading by July/ August next.

Additional information

Changed managerial arrangements: The changes made by the directors in response to the pandemic are described in Section 3.

Source of funds: The cost of operating the Mill as an industrial museum in accordance with the Society's Articles of Association is usually funded through admission charges and the sale of souvenirs and refreshments, together with the hire of the tea room for meetings and events. This season our income from charitable and fundraising activities was only £937.

As mentioned earlier we received £20,674 in government recovery grants.

Generous donations from an anonymous donor, Members and Friends of the Combe Mill Society, amounting to £1,000, have been another source of funding. Gift Aid was recoverable on the majority of the funds received via donations

Investment policy: The Society's only investments consist of bank deposits and no special social, environmental or ethical considerations arise.

Principal risks facing the charity: Other than the threats posed by the COVID19 pandemic, the Society's basic business model remains critically dependent on an adequate supply of suitably qualified volunteers. Historically this need has been mainly supplied by retired persons who had received the necessary technical training during their employment. The directors are aware that the changing structure of industry has rendered this an unlikely future source. They have identified an alternative source of supply. Industry continues to create persons with the required basic skills but not with the specific application skills. The Society encourages persons with appropriate basic skills to become members. The Society then provides them with the necessary specialised training and experience.

The government has continued to apply a low interest policy since the financial crisis of 2008. This is likely to make it difficult for the Society to accumulate the reserves to finance future essential major expenditure.

The directors are also mindful of the need to ensure financial probity. The Society's Articles require that the directors must prepare accounts for each financial year as required by the Companies Acts. The directors keep accounting records as required by the relevant Companies Act and believe that the accounts:

- show a true and fair view.
- follow accounting standards issued or adopted by the Accounting Standards Board or its successors and
- adhere to the recommendations of applicable Statements of Recommended Practice

In order to meet these requirements, the directors prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of its incoming resources and application of resources of the company for that period.

The directors are responsible for maintaining satisfactory systems of internal control and keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the appropriate Companies Act and guidance issued by Companies House. The

directors 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.

So far as the directors are aware, there is no relevant information of which the accountants, who act as Independent Examiners, are unaware. The directors have taken all the steps that they ought to have taken in order to make themselves aware of any relevant audit information and to establish that the accountants are aware of that information.

3. Structure, governance and management

Company status: The Society is a charitable company limited by guarantee and its governing document takes the form of Articles of Association.

Appointment of directors: The Articles governing the appointment of directors are based on the proposals in the Model Articles extant in 2019. The arrangements remain those summarised in the 2019/20 Annual Report.

No director is permitted to appoint an alternate director or anyone to act on his or her behalf at meetings of the directors.

Additional information

Induction and training of directors: Under the current arrangements newly appointed directors are supplied with a copy of the Society's Articles of Association and given a briefing by the chairman. Following the approval of the new Articles the arrangements are to be reviewed and any necessary improvements introduced.

Co-operation with other charities: A number of charities operate on land that is adjacent to the Society's boundaries. It is the policy of the directors to co-operate with these charities insofar as the Society's Objects permit.

Maintaining a safe working environment: The directors are mindful of their responsibility to volunteers and members of the public for maintaining a safe working environment.

Response to the COVID-19 pandemic: This Section describes the managerial changes that were put in place in order to cope with the stresses placed on the Society by the pandemic. The financial impact of the directors' decisions on the Society's operations is summarised in Section 2.

Meetings of the directors: The directors under the existing Articles of Association have the power to conduct their meetings by electronic means. They made extensive use of this facility and confirm that, in accordance with the requirements of Article 41 (6) at all such meetings, all participants were able to communicate with all the other participants. Throughout the year the directors typically met at 3 to 4 week intervals. The arrangements worked smoothly.

Access to the Mill and approval of Projects: A key feature of the directors' strategy was to ensure, in line with government guidance, that:

- All work that could be done at home was done at home;

- Members of the Society should not be allowed to visit the Mill unless they had, in the opinion of the directors, a valid reason so to do;
- Any work carried out at the Mill must be related to the safety or security of the building or its occupants, or be essential for the smooth reopening of the building to the public when the time came.

To facilitate the application of these principles the directors delegated the decision taking to two nominated directors, who reported any decisions taken to the next board meeting.

Annual General Meetings:

Whilst the existing arrangements in the Company's Articles worked well with respect to the directors' meetings; the same cannot be said of those applying to the holding of a general meeting.

The directors currently have no powers to hold a general meeting in electronic form. In 2020 this difficulty was overcome because the AGM was first deferred on the advice of Charity Commission and eventually held under a special dispensation provided by the government. This temporary dispensation ended on 31st March this year. In 2021 the AGM will have to be held either in the normal face to face arrangement or, if this is not permissible, in hybrid form. It is the directors' hope that holding meetings in a face to face arrangement will prove to be permissible.

In the light of the pandemic, the directors have reviewed the need for a virtual meeting back up option and have concluded that such an option is essential. They have therefore considered and approved an appropriate modification to the Society's Articles of Association. This will be put to the members, as a special resolution, either at a general meeting or, if this proves to be impracticable, as a written resolution.

4. Reference and administrative details

Charity name	Combe Mill Society
Other name the charity uses	none
Registered charity number	1111029
Charity's principal address	Combe Mill, Blenheim Palace Sawmill, Combe, Oxfordshire, OX29 8ET

Directors during period 1 April 2020 and 31 March 2021

Director name	Office (if any)	Dates elected if not for whole year
D R Goddard	Director	
M Gruber	Director	
P Hawtin	Director & Chairman	Re-appointed 23 October 2020
A G Simmons	Director & Treasurer	
J A Sylvester	Director	Re-appointed 23 October 2020 Resigned 9 November 2020
J Stuart-Thompson	Director	

Director name	Office (if any)	Dates elected if not for whole year
P J Trowles	Director & Charity Secretary	

*Following the introduction of the Company's New Articles, all directors in post at the 2019 AGM were required to resign. All stood for re-appointment and were duly elected.

Name of directors holding title to property belonging to the charity

None

5. Funds held as custodian directors on behalf of others

None

Exemptions from disclosure

None

6. Declarations

The company has taken advantage of the small companies' exemption in preparing the report above.

The directors declare that they have approved the Directors' Report above and have authorised the chairman to sign it.

Signed on behalf of the Society's Directors

Philip Hawtin

Chairman

Dated

Treasurer's Report 2019/2020



COMBE MILL SOCIETY Receipts and Payments Account

	<u>Y/e 2021</u>			<u>Y/e 2020</u>		
Balance at 1 April			B/F	£ 15,313.87	B/F	£11,502.99
Lloyds Bank	£	4,454.30			£	518.34
Savings Reserve	£	10,500.00			£	10,500.00
Petty Cash	£	359.57			£	484.65
Receipts						
<u>Fund Generation</u>						
Refreshment Sales	£	-			£	7,438.48
Retail sales	£	69.50			£	1,394.13
Souvenir Brochure Sales	£	-			£	199.00
Sales of Donated Items	£	-			£	1,230.50
Other Sales	£	-			£	23.84
BBQ Sales	£	-			£	1,096.50
Market proceeds	£	-				
Guide Book receipts	£	-			£	10.50
Hire of Rooms + Equipment	£	-			£	1,430.50
Experience Vouchers	£	474.00			£	992.00
					£	1,473.40
			£	543.50		£ 15,288.85
<u>Charitable Activity Income</u>						
Admissions	£	137.00			£	11,602.90
Forge Sales	£	257.00			£	1,097.10
			£	394.00		£ 12,700.00
<u>Other receipts</u>						
Gear tooth replacement					£	-

Treasurer's Report 2019/2020



COMBE MILL SOCIETY Receipts and Payments Account

	<u>Y/e 2021</u>	<u>Y/e 2020</u>
sponsorship		
Sundry receipts	£ 14.00	£ 318.85
Refunds on Purchases	£ 14.45	£ 442.75
Easy Fundraising + Smile	£ 57.57	£ 37.05
	-----	-----
	£ 86.02	£ 798.65
<u>Voluntary Income</u>		
Member Subscriptions	£ 835.00	£ 777.00
Donations	£ 1,000.00	£ 1,848.29
Grants Received	£ 20,674.63	£ 500.00
Hardcopy newsletter premium	£ 70.00	£ 60.00
Defibrillator Fund	£ -	£ 1,852.99
	-----	-----
	£ 22,579.63	£ 5,038.28
<u>Tax Rebates</u>		
Gift Aid Refund	£ 1,044.76	£ 1,442.58
	-----	-----
	£ 1,044.76	£ 1,442.58
<u>Loans received</u>		
Loans from supporters	£ -	£ -
	-----	-----
	£ -	£ -
<u>Interest Received</u>		
Savings Reserve account	£ 51.59	£ 78.75
	-----	-----
	£ 51.59	£ 78.75
 Operating Receipts	 £24,699.50	 £35,347.11
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Treasurer's Report 2019/2020



COMBE MILL SOCIETY Receipts and Payments Account

	<u>Y/e 2021</u>		<u>Y/e 2020</u>
		£40,013.37	£46,850.10
		=====	=====
Payments			
<u>Voluntary Income Costs</u>			
Sustenance & protective clothing	£ 163.39		£ 102.00
Volunteer travel costs	£ -		£ 18.82
Postage Newsletter	£ 148.92		£ 117.12
	-----		-----
		£ 312.31	£ 237.94
<u>Fundraising Sales Costs</u>			
Tea Room Supplies	£ -		£ 2,916.71
Fuel for Barn Engines	£ -		£ 6.23
Printing of Guidebook	£ -		
Flyers/Brochures/Posters	£ 90.00		£ 182.24
Payment for visiting attraction	£ -		£ 1,214.86
Retail Supplies	£ 333.97		£ 894.03
BBQ Supplies	£ -		£ 553.67
Market Costs	£ -		£ 62.00
Advertising	£ -		£ 740.66
Web Site hosting and support	£ 315.44		£ 351.42
Return of booking deposit	£ -		£ 65.00
	-----		-----
		£ 739.41	£ 6,986.82
<u>Governance - Upkeep</u>			
Telephone/broadband	£ 508.95		£ 528.31
ZOOM Fees	£ 100.73		£ -
Rent	£ 138.42		£ 138.42
Rates	£ -		£ 252.00

Treasurer's Report 2019/2020



COMBE MILL SOCIETY Receipts and Payments Account

	<u>Y/e 2021</u>	<u>Y/e 2020</u>
Water	£ 25.17	£ 177.26
Electricity	£ 1,563.80	£ 2,473.79
Fire Extinguisher/Alarm Service	£ 658.68	£ 124.98
Boiler Inspection Fee	£ 200.00	£ 300.00
Cleaning (incl materials)	£ 992.44	£ 1,047.57
Lift Service Contract	£ 270.00	£ 270.00
Waste collection charge	£ 290.42	£ 418.08
Electrical Testing	£ -	£ 2,035.00
Defibrillator costs	£ -	£ 1,852.99
	-----	-----
	£ 4,748.61	£ 9,618.40
<u>Charitable Activities</u>		
Fuel Oil for Boiler	£ -	£ 1,604.97
Consumables for Boiler	£ 254.29	£ 52.71
Consumables for Forge	£ 112.82	£ 806.96
Maintenance of Premises	£ 1,061.30	£ 1,387.53
Maintenance of Displays	£ -	£ 208.63
Maintenance of Equipment	£ 267.04	£ 190.24
Maintenance of Boiler	£ 420.38	£ 175.17
Materials for Waterwheel Project	£ 100.00	£ 2,923.00
Forge Blower Replacement project	£ -	£ 433.02
Learning Resources	£ 8.83	£ 9.99
Training Costs	£ 110.00	£ -
Interpretation	£ 26.72	£ 442.09
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	£ 2,361.38	£ 8,234.31

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COMBE MILL SOCIETY Receipts and Payments Account

	<u>Y/e 2021</u>	<u>Y/e 2020</u>
<u>Governance - Admin</u>		
Printing Admin Related	£ -	£ 29.12
Stationery	£ 470.53	£ 1,365.20
Reference book or publication	£ -	£ 20.96
Postage Advertising	£ -	£ 187.51
Postage Administration Related	£ 17.79	£ 110.68
Computer supplies	£ -	
Subscriptions for Other Bodies	£ 353.00	£ 426.00
Insurance - Public		
Liability/EL/PL	£ 2,273.35	£ 1,764.36
Directors & Officer Insurance	£ 163.30	£ 206.00
Legal Fees	£ -	£ 41.00
Accountancy Fees	£ 1,320.00	£ 1,273.00
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	£ 4,597.97	£ 5,423.83
 <u>Finance charges</u>		
Bank charges/PayPal Fees	£ 1.45	£ 0.93
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	£ 1.45	£ 0.93
 <u>Assets purchased</u>		
Plant and machinery		£ 1,032.96
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	£ -	£ 1,032.96
 <u>Loan repayments</u>		
Loan repayments	£ -	£ -
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	£ -	£ -

Treasurer's Report 2019/2020



COMBE MILL SOCIETY Receipts and Payments Account

	<u>Y/e 2021</u>	<u>Y/e 2020</u>	
		£12,761.13	£31,535.19

		£27,252.34	--
			£15,314.91
Balance at 31 March 2021			
Lloyds Bank	£ 16,235.79	£ 4,454.30	
Savings Reserve	£ 10,500.00	£10,500.00	
Petty Cash	£ 510.11	£ 359.57	
	£27,245.90	£15,313.87	