

CHESTER & NORTH WALES CTC TREASURER'S REPORT 2015-2016

| | <u>OUTGOINGS</u> | <u>INCOME</u> | <u>TOTAL 2015/16</u> | <u>TOTAL 2014/15</u> |
|-------------------------|------------------|---------------|----------------------|----------------------|
| THE LINK | £1434.95 | £2562.38 | £1127.43 | £650.70 |
| VETS 100 | £1650.85 | £2125.00 | £474.15 | £149.16 |
| HILL CLIMB | £0.00 | £44.00 | £44.00 | £28.02 |
| PRESIDENTS RIDE* | £410.00 | £510.00 | £100.00 | £27.17 |
| BOB CLIFT MEMORIAL | £1705.29 | £2391.99 | £686.70 | £303.90 |
| DONATIONS | | £50.00 | £50.00 | £144.00 |
| TWO MILLS DONATION | | £200.00 | £200.00 | £200.00 |
| COMMITTEE EXPENSE | £364.12 | £0.00 | -£364.12 | - £303.30 |
| WEBSITE | £534.7 | £0.00 | - £534.7 | - £530.38 |
| AWARDS COMMITTEE | £33.60 | £0.00 | - £33.60 | - £121.60 |
| CHARITY DONATIONS | £345.00 | | - £345.00 | |
| GENERAL PAYMENTS | £503.5 | £0.00 | -£503.54 | - £10.04 |
| SUBSCRIPTION ALLOCATION | | £370.00 | £370.00 | £370.00 |
| <u>ANNUAL SURPLUS*</u> | | | £771.86 | £927.71 |
| CURRENT ACCOUNT | | | £5109.86 | £4342.57 |
| PETTY CASH ACCOUNT | | | £369.83 | £366.21 |
| CTC LOAN ACCOUNT | | | £2357.72 | £2357.72 |
| RESERVE ACCOUNT | | | £2271.66 | £2270.71 |
| TOTAL BANK BALANCE | | | £10109.07 | £9337.21 |
| CUPS & TROPHYS | | | £631.00 | £331.00 |
| THE LINK LIABILITIES | £870.00 | | | |

*Note: There is a £500.00 accrual in the presidents Ride because Cheques £450 and £50 went out late so the outgoing for this financial year are £910.00 but only £410.00 are from this year's events.

C&NW CTC Financial Regulation Meeting 28th Jan 2016

A meeting was held to discuss if our accounting practices were robust and within the rules of CTC.

The key areas we looked at were

Online Banking (Petty Cash)

Signatories

Event organiser's accounts

Expense's Claims

ONLINE BANKING

There are no guidelines or local rules on online banking however we had a full National Office Audit last year and I talked in detail of our online banking arrangement and there were no issues.

The system we have is that any expenses claims will be sent by email to the club Secretary, they will then send the claim if approved to the Treasurer for payment.

SIGNATORIES

It was decided that the only signatories would be the Secretary, Chairman and Treasurer, in normal circumstances the treasurer would be one of the signatories.

EVENT ORGANISER'S ACCOUNTS

Event organisers produce accounts in the format that suits them as long as it clearly shows income & expenditure and is agreed with the Treasurer.

C&NW CTC events are listed in the annual accounts. Organisers aim to aim to break even or make a Surplus.

EXPENDITURE

Generally expenditure is agreed in principle by the committee e.g. the running of the ride leader training days in 2015, hiring halls for the AGM. The full costs may not be available to put to the committee before the costs are incurred.

(Note it is very difficult to estimate the travelling expense that will be incurred for group training events as C&NW CTC covers such a large area, and only some individuals will make claims.)

The agreement of the treasurer and one of the other signatories should be obtained before the expenditure is incurred.

CHARITY DONATIONS

Following the motion at last year's AGM £320 was donated to charity. £200 was donated to the Cyclist's Defence Fund (a Cycling UK Charity) and 4 miles of Sustrans cycle paths were sponsored £120. A Donation of £25 was also made to The Friends of Hadlow Road Station. It is intended to make similar donations in the next financial year.