



National Council for Metal Detecting (NCMD)

Report For Policy Committee: Trustees Acceptance of 2022/3 Finance Statement Presented at 25 June 2023 AGM

Issued 22 August 2023, Version 3.0

Executive Summary

The three NCMD Trustees herein confirm that we have reviewed the information presented, (as detailed below), and that for the purposes of Governance confirm our acceptance of the Financial Statement for the NCMD for 2022/2023.

Context

The three new Trustees of the NCMD operate under the remit as defined within:

- NCMD Policy – Trustees Roles & Responsibilities
- NCMD Policy – Financial request to Trustees

AGM

Two Trustees attend in person the NCMD AGM held on June 25th 2023, with one advised absence. After the AGM the three Trustees have held three Zoom calls fully attended to discuss and review matters.

The materials presented at the AGM and subsequent email by the Membership Secretary to clarify membership number split and Treasurer email of Finance Report (as presented at AGM).

Material Review

The NCMD has a high quality of reporting presented at the AGM, which is commendable for a voluntary organization. Relevant materials in addition to the two emails above included:

- AGM Item 4(1) General Secretary Overview of 2022/2023 presented by Alan Tamblyn
- AGM Item 4(2) Membership Report 2022/2023 presented by David Millington
- AGM Item 5 Finance Report & Adoption of 2022/2023 Finance Accounts presented by Siobhan Liehne

Trustee Understanding of Key Finance Data

Based upon the information available it is our understanding of the following data points;

Membership numbers

Type of membership	June 2022	June 2023
1 year	7,560	17,307
2 year	4,748	4,485
3 year	4,504	8,715
Total	16,812	30,507

Finances

1. Income for NCMD between 31 March 2022 and 31 March 2023 = £223,305.06

	2023 £
Income:	
Subscriptions (Individuals, Clubs and Regions)	199,039.34
Legacy Income	23,411.32
Other income	209.00
Donations	21.00
Bank interest	714.40
	<u>223,395.06</u>

2. Bank holdings as at 31 March 2023 = £533,571.29

Bank Accounts		
Current Account - HSBC	Community Account	271,529.28
Money Manager Account - HSBC		91,000.46
Reserve Account - RBS		85,130.93
Lloyds Bank		85,007.00
STRIPE Account		903.62
Cash in hand		0.00
		<hr/>
		533,571.29

3. Finances reviewed by Accountant and signed as correct as per Report:

Andrew W Wayness
Andrew W Wayness
Chartered Accountant (ICAS)

Hogg & Thorburn
Chartered Accountants

Moat House
14 Gala Park
GALASHIELS
TD1 1EX

Date 13th June 2023

Trustee Understanding of Key Finance Data

The three current NCMD Trustees named below do hereby confirm agreement, as per commentary set-out herein, on the NCMD Finance Statement as being correct at the June 2023 AGM.

Martin Brickell

Martin Brickell

SPW

Stuart Wilkinson

Adrian Tyrrell

Adrian Tyrrell, Chair of Trustees

Appendix

NCMD AGM 25th June 2023 Membership Secretary Report

It is hard to get an accurate picture of memberships totals from over a year ago without having a snapshot of the site for a particular date.

For example:

Some members that were active on 31st March 2022 may have since been deleted from the system. Therefore, they are no longer in the database to be able to count them.

Some members that were on 1 year memberships on 31st March 2022 may now be on 2 or 3 year memberships after they have renewed.

Although we do have backups, we don't keep copies from that far back, usually about a month or so from the current date.

The NCMD Web Master has however recovered the data from 1st April 2023 which is the closest data match to the NCMD financial year of 1st April to 31st March.

1 Year Membership Subscriptions 1st April 2023

Individual 7,982

Clubs 2,098

NATIONAL COUNCIL FOR METAL DETECTING

ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2023

NATIONAL COUNCIL FOR METAL DETECTING		
ACCOUNTS		
FOR THE YEAR ENDED 31 MARCH 2023		
	2023	2022
	£	£
Income:		
Subscriptions (Individuals, Clubs and Regions)	199,039.34	214,335.94
Legacy Income	23,411.32	0.00
Other income	209.00	2,261.44
Donations	21.00	34.00
Bank interest	714.40	15.68
	223,395.06	216,647.06
Expenditure:		
Printing and stationery	38,346.15	34,327.84
Postages and franking costs	612.42	(108.93)
Telephone and Internet charges	568.90	555.48
Insurance	12,372.68	12,136.19
Meeting room hires	1,637.55	115.00
Subsistence and meals	1,846.68	79.65
Membership and General Secretary fees	34,327.64	20,891.13
Travel expenses	4,051.99	872.15
Hotel room hires	1,555.50	0.00
Website Maintenance	916.80	4,561.18
Office equipment and supplies	383.12	93.95
Subscriptions	309.00	461.98
Promotional and information activities	13,101.29	47,081.18
Prize draws	9,839.10	10,000.00
IT software and consumables	305.12	313.38
Consulting fees	7,000.00	1,177.00
Entertainment	0.00	65.00
Sundry expenses	40.70	0.00
Administration support	0.00	125.53

NATIONAL COUNCIL FOR METAL DETECTING

BALANCE SHEET
AS AT 31 MARCH 2023

	2023 £	2022 £
FIXED ASSETS - INTANGIBLE		
Website costs		
Cost		
Brought forward	35,840.00	0
Additions in the year	9,360.00	35,840.00
Totals	<u>45,200.00</u>	<u>35,840.00</u>
Amortisation - (write down over 3 years)		
Brought forward	(11,946.67)	0.00
Charge for the year	(15,066.67)	(11,946.67)
Totals	<u>(27,013.34)</u>	<u>(11,946.67)</u>
Net Book Value	18,186.66	23,893.33
CURRENT ASSETS		
Bank Accounts		
Current Account - HSBC Community Account	271,529.28	248,212.42
Money Manager Account - HSBC	91,000.46	90,659.34
Reserve Account - RBS	85,130.93	85,000.72
Lloyds Bank	85,007.00	0.00
STRIPE Account	903.62	2,124.68
Cash in hand	0.00	10.00
	<u>533,571.29</u>	<u>426,007.16</u>
Stock		
Postage and membership cards	7,299.60	746.34
Debtors		
Other Debtors	79.99	79.99
Prepayment (costs for Xmas Prize Draw 2023)	1,314.00	0.00
Prepayment (Insurance)	14,640.18	12,372.68
	<u>16,034.17</u>	<u>12,452.67</u>
Total Assets	575,091.72	463,099.50
CURRENT LIABILITIES		
Accruals	8,746.67	3,374.40
Corporation Tax provision	135.74	0.00
Deferred Income - (Subscriptions in advance)	98,027.48	58,184.00
	<u>106,909.89</u>	<u>61,558.40</u>
NET ASSETS	468,181.84	401,541.10

CHARTERED ACCOUNTANTS' REPORT TO COUNCIL ON THE UNAUDITED FINANCIAL INFORMATION OF NATIONAL COUNCIL OF METAL DETECTING FOR THE YEAR ENDED 31 MARCH 2023


In accordance with the engagement letter dated 14 February 2020 I have prepared for your approval the financial information of the National Council of Metal Detecting which comprises of Income and Expenditure Account and Balance Sheet from the entity's accounting records and from information and explanations you have given to us.

As a practising member Hogg & Thorburn of the Institute of Chartered Accountants of Scotland (ICAS), I am subject to its ethical and other professional requirements which are detailed at [icas.org/regulations](https://www.icas.org/regulations).

This report is made solely to you, in accordance with the terms of our engagement letter dated 14 February 2020. My work has been undertaken solely to prepare for your approval the financial information of the National Council of Metal Detecting and state those matters that I have agreed to state to you in this report in accordance with the guidance of ICAS as detailed at [icas.org/compilation](https://www.icas.org/compilation). To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than Council, for my work, or for this report.

You have approved the financial information for the year ended 31 March 2023 and have acknowledged your responsibility for it, for the appropriateness of the financial reporting framework and for providing all information and explanations necessary for its compilation.

I have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial information.


Andrew W Wayness
Chartered Accountant (ICAS)

Hogg & Thorburn
Chartered Accountants

Moat House
14 Gala Park
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TD1 1EX

Date 13th June 2023