

Questions for treasurer to report back on re: Notes from NSC 6<sup>th</sup> Aug:

1. What is the NSC's prudent reserve and when did CoDA UK NSC last make a 7th tradition donation?

Donations from NSC to CoDA.Inc:

Without a historic record of cheque book payments / cheque payment reconciliation report, I'm unable to determine whether any 7<sup>th</sup> Tradition donations have been made to CoDA.Inc.

I have the bank statements dating back to 2004 (online access) and the cheques showing large amounts (assuming that T7 donations would be below £1000 but without cheque stubs or cheque reconciliations from previous treasurers or contacting the Coda.inc treasurer directly, we have little way of verifying these cheque payments without asking our bank to identify the payee who cashed them.

26-May-09	76	CHQ	£ -	£ 1,173.80
03-Jun-09	77	CHQ	£ -	£ 1,200.00
03-Aug-10	89	CHQ	£ -	£ 1,100.00
04-Mar-11	104	CHQ	£ -	£ 1,000.00
13-Jul-15	121	CHQ	£ -	£ 2,306.81
10-Apr-19	241	CHQ	£ -	£ 1,015.00

I found these two items from 2017 and 2019.

03-Jul-17	SUE E TRAD 7 TO CODA US 02JUL17	TFR	£ -	£ 351.51
15-Oct-19	FORGN PYT272645077 USD@1.2366	TFR	£ -	£ 1,797.00

For a complete list of payments 2004 – 2022, please make a request to the NSC.

No donations were made during the period of the previous treasurer's tenure of 2019 – 2021.

Prudent reserve needs to cover ongoing operational expenses, exceptional expenses such as for events workshops and WSC expenditure, and personal expenses such as travel and subsistence:

**Ongoing operational expenses:**

Insurance	£455
Wordpress domain	£15
Exchange online Kiosk	£173.95
Microsoft 365	£129.60
Zoom	<u>£143.88</u>
Total:	£917.43

**Exceptional expenses:**

PI / Literature packs for H & I	say £2000.....(budget required)
Start-up fund	say £1000.....(budget required)
Events / WSC expenditure	say £2000.....(budget required)
Travel / subsistence	say <u>£2000</u> .....(budget required)

**Suggested prudent reserve** £8000

2. Q: How does 2022 compare to 2018 for donations?

A: It's higher. In 2018, income is £1652.59, in 2022 income is £3340.93 Apr > current year

Apr 17 - Mar 18	
Total income	£1,652.59
Apr 18 - Mar 19	
Total income	£1655.00
Apr 19 – Mar 20	
Ken & Mary retreat	£11524.63
Women's retreat	£1000.00
Donations T7	£2531.77
Reimbursements	£136.20

Addendum to the treasurer's report (5<sup>th</sup> November 2022)

Dated: 29<sup>th</sup> October 2022

Unknown	<u>£709.79</u>	
Total income		£14,482.81
Apr 20 – Mar 21		
Loan repayment	£64.45	
T7 donations	<u>£6827.16</u>	
Total income		£6891.61
Apr 21 – Mar 22		
PLI	£190.00	
T7	<u>£6178.00</u>	
Total income		£6368
Apr 22 – Oct 22		
PLI	£80	
T7	<u>£3260.93</u>	
Total income		£3340.93

3. Q: Is there any information on the possible outstanding debt to CoDA Literature?

A: Email sent to Coda Literature, requesting activity statement on all orders and purchases from NSC for literature: (email: [orders@codaliterature.co.uk](mailto:orders@codaliterature.co.uk))  
Awaiting response

- 
- CoDA UK charity registration: Below are some resources which will inform a decision regarding the registration of what is currently a “non-registered charity” without a written constitution.
    - <https://www.gov.uk/set-up-a-charity>
    - [https://www.dropbox.com/s/6fmiix2hjtImv8/Charity%20types\\_%20how%20to%20choose%20a%20structure%20%28CC22a%29%20-%20GOV.UK.pdf?dl=0](https://www.dropbox.com/s/6fmiix2hjtImv8/Charity%20types_%20how%20to%20choose%20a%20structure%20%28CC22a%29%20-%20GOV.UK.pdf?dl=0)
    - <https://www.resourcecentre.org.uk/information/legal-structures-for-community-and-voluntary-groups/>
    - <https://charitysetup.org.uk/about/#before-you-get-started>
  - Meeting start-up fund/hardship fund: A group of willing members including myself, have met on one occasion (August 2022) to write a draft proposal for a policy for financially supporting groups.

- 
- Treasurer's report reporting assets, income and payments for the quarter to 29 October 2022, to be sent in a separate document.

END