

# **Rotary Club of Stafford Castle**

**Registered Charity No. 1026624**

## **Trustees report for the year from 1<sup>st</sup> July 2023 to 30<sup>th</sup> June 2024**

The Rotary Club of Stafford Castle Trust Fund was set up under a Trust Deed dated 15<sup>th</sup> June 1993, and this document states that the Trustees will be the following officers of the club and their successors for the time being in office :-

The President; The President-elect for the ensuing year; The Secretary; The Treasurer; The Chair of Fundraising.

For the year covered by this report, the Trustees were as follows :-

Brian Seddon (President) ; Ashok Sinha (President elect for the ensuing year); Colin Rowell (Secretary); Colin Martindale (Treasurer); Richard Mitcherson (Chair of Fundraising).

The offices of President and President Elect are subject to change every year, and the other offices referred to above are subject either to change or re-election at the club's Annual General Meeting. Any new officers elected to the positions of Secretary, Treasurer or Chair of Fundraising will come from long serving members of the Club, and all new appointees are made aware of their responsibilities as Trustees both verbally and by asking them to familiarise themselves with document CC3a (Trustees Duties and Responsibilities) on the Charity Commission website.

Our club is a member of Rotary International Britain and Ireland and as such our aims mirror those of the global organisation, which are to raise funds from the general public and use those funds to support Rotary local and global appeals. Rotary International Britain and Ireland also has in place a Constitution document which outlines the duties and responsibilities of all club officers, and this document is reviewed annually.

The income generated by our club this year came from our three annual fundraising events: a Charity Race Night, a Fireworks Extravaganza, and Santa Sleigh street collections. Whilst the door to door element of the Santa Sleigh collections was still restricted by the after effects of covid19, our three events managed to generate just over £30,000 of charitable funds.

The Club is led by the incumbent President, and separate committees are responsible for looking after different aspects of the club's operation. The committees are :- Club Services and Communications, Rotary Foundation, Rotary International, Youth Activities, Fundraising, Community/Vocational and Membership.

The chairman of each committee, club secretary, club treasurer, and the president for the ensuing year make up the Club Council which meets monthly under the chairmanship of the president. At these meetings, reports are given by the President, the Secretary and each committee chairman. In addition, the Treasurer presents an up to date report on the club's finances, including the bank reconciliation for the previous month. At a Special General Meeting held every November, the Treasurer submits the club accounts for the previous year to the members for approval.

All of our fundraising events are devised, managed and run by our fundraising committee and supported by our club members, and our Community/Vocational and Youth Activities committees are charged with looking out for local good causes and individuals in need of support either

physically or financially. During this financial year, we were able to give donations totalling £30,118.20 to 39 local good causes and individuals, many of whom were still being adversely affected by covid19 and its after effects.

Our fundraising activities are covered by the Safeguarding, Health and Safety and Insurance policies laid down by Rotary International Britain and Ireland and reviewed annually. In carrying out all of our fundraising activities this year, I can declare that there were no serious incidents or matters to report.

Report prepared on behalf of the Trustees.

Colin Martindale  
Treasurer and Trustee



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name	No (if any)
Rotary Club of Stafford Castle	1026624

CC16a

## Receipts and payments accounts

For the period from	Period start date 1st July 2023	To	Period end date 30th June 2024
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### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Cash Donations	2,500	-	-	2,500	2,420
Fundraising Received	57,263	-	-	57,263	44,562
Gift Aid Claim	1,526	-	-	1,526	1,356
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>61,289</b>	<b>-</b>	<b>-</b>	<b>61,289</b>	<b>48,338</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>61,289</b>	<b>-</b>	<b>-</b>	<b>61,289</b>	<b>48,338</b>
<b>A3 Payments</b>					
Cash Donations	28,693	-	-	28,693	20,459
Gift Donations	10,046	-	-	10,046	4,210
Vehicle/Travel Costs	1,785	-	-	1,785	1,075
Repairs and Renewals	-	-	-	-	110
Medical, Health and Safety Costs	2,388	-	-	2,388	353
Accountancy Fees	360	-	-	360	330
Fundraising Costs	12,461	-	-	12,461	20,090
Insurance	647	-	-	647	323
Hire of Equipment	927	-	-	927	1,344
<b>Sub total</b>	<b>57,307</b>	<b>-</b>	<b>-</b>	<b>57,307</b>	<b>48,294</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>57,307</b>	<b>-</b>	<b>-</b>	<b>57,307</b>	<b>48,294</b>
<b>Net of receipts/(payments)</b>	<b>3,982</b>	<b>-</b>	<b>-</b>	<b>3,982</b>	<b>44</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>3,982</b>	<b>-</b>	<b>-</b>	<b>3,982</b>	<b>44</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Cash at Bank as at 30th June 2024	32,430	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	32,430	-	-
	(agree balances with receipts and payments account(s))		OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Motor Vehicle	Trust Fund	2,000	490
	Equipment	Trust Fund	414	65
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Creditors	Trust Fund	360	
		-	-	
		-	-	
		-	-	
		-	-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	Colin Martindale <small>Colin Martindale (Apr 5, 2025 15:47 GMT+1)</small>	Colin Martindale	03/04/2024	



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Rotary Club of Stafford Castle

On accounts for the year  
ended

30<sup>th</sup> June 2024

Charity no  
(if any)

1026624

Set out on pages

2

(remember to include the page numbers of additional sheets)

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 material matters have come to my attention (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

MacBee

Date:

3<sup>rd</sup> April 2025

Name:

M. de Bec on behalf of Stafford Business and Accountancy Services

Relevant professional  
qualification(s) or body  
(if any):

Address:

4a Eastgate Street, Stafford, Staffordshire, ST16 2NQ


<b>Section B</b>	<b>Disclosure</b>
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Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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