

Trust Fund Trustees Report for the year ended 30 June 2024

Rotary Club of Witney Trust Fund, Witney, Oxfordshire is registered with the Charity Commission, Number 1028759 and constituted by Deed of Trust dated 25 January 1971.

Trustees

Rotarians Keith Crawford, Mike Alexander, Grace Mathews and Theresa Rees served as trustees throughout the year.

Appointment and induction of trustees

Trustees must be members of the Rotary Club of Witney and can be appointed or removed at a duly constituted meeting of the club. This is defined by the trust deed as any regular weekly meeting of the club. Trustees are normally appointed or reappointed annually. Training is given where necessary and attendance at district and national events is encouraged to gain experience of the workings and activities of Rotary on a national and international level.

Objects

The objects of the charity are “to apply both the capital and income thereof to or for the relief of the poor and needy or to or for such other charitable purpose institution or society or object as the club shall direct at a duly constituted meeting.”

In order to meet these objects, the club considers requests for assistance through the work of its committees: Elderly, Youth, Foundation & International and Community & Environment.

Fundraising events are organised by the club to generate funds to be distributed by the trust fund and a budget is set at the beginning of the year.

Public benefit

This year we held our second Firewalk, this time in Carterton and the regular Christmas Lights switch on. In conjunction with Round Table, we helped Santa take his sleigh round much of Witney and with Lions, Round Table and the ATC brought Carnival to Witney.

During the year total funds raised amounted to £34,624 (2023 £24,996) and amounts paid out totalled £29,884 (2023 £22,475) to support a variety of deserving causes both locally and abroad. Amongst the larger amounts this year were donations of £4,000 to Bridewell Organic Gardens, £2,538 to Children in Need, £1,150 toward a new kitchen at Witney Community Primary School, £1,800 to the Rotary Foundation and £1,600 for End Polio Now. Street collections amounted to £1,575 for disasters that occurred during the year.

In undertaking their activities the trustees have had regard to the Charity Commission public benefit guidance where relevant.

Investment policy

Excess funds (ie monies not needed for short term disbursement) are invested with Charities Official Investment Fund.

Reserves policy

The trust aims to maintain unrestricted reserves at a level to ensure it can continue to carry on its activities until such time as further funds are raised. Unrestricted funds at the year end, for which no designation had been made, amounted to £10,467 (2023 £9,367). Although this amount is higher than funds held in earlier years, it is more a matter of the timing of payments than any other specific policy decision

Rotary Club of Witney

In addition, the club holds a Restricted Fund to be used for the benefit of the elderly of Witney, which stood at £7,334 on 30 June 2024 (2023 £10,008).

Major risks

All activities involving members of the public are subject to individual risk assessments by the club and are covered by a comprehensive insurance policy arranged for all Rotary clubs by Rotary in Great Britain and Ireland.

The Club and trust fund finances are monitored through monthly accounts presented to Club Council and through a 6-monthly budget review by the Club and the Trustees. In addition, no final commitment to any events or monetary donation is made until the requisite funds are in hand. Disbursements from the Trust Fund are either part of a budget agreed by the Club or subject to the approval of Council and a Club business meeting. All payments require dual authorisation.

The Club takes seriously its responsibilities with regard to behaviour of its members and safeguarding of children and vulnerable adults. Any breaches or complaints would be brought to the attention of Club Council.

This report was approved by the trustees on

2024 and signed on their behalf by

T Rees,
Chair of Trustees

Independent examiner's report to the trustees of Rotary Club of Witney Trust Fund

I report to the trustees my examination of the accounts of the Rotary Club of Witney Trust Fund for the year ended 30 June 2024

Respective responsibilities of trustees and examiner

As the trustees of the Rotary Club of Witney Trust Fund you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the accounts of the Rotary Club of Witney Trust Fund carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Rotary Club of Witney Trust Fund as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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

J M Russell FCA

Just Audit & Assurance Ltd
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2024

Rotary Club of Witney

Trust Fund

RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 30 JUNE 2024

	2024			2023
	Unrestricted	Restricted	Total	Total
	£	£	£	£
RECEIPTS				
Carnival	915	-	915	850
Carterton Firewalk surplus	2,030	1,322	3,352	-
Crisis at Christmas collection	-	445	445	350
Christmas lights switch on	4,034	-	4,034	3,276
Colour Run	1,070	-	1,070	382
District Grants	-	1,800	1,800	1,500
Donation from Bicester Rotary	-	-	-	1,008
Donation from Club Account for the use of Ashley's shed	500	-	500	500
Donations in memory of Elizabeth Druce	-	-	-	30
Donations for Foundation	-	20	20	20
Donations for Ukraine Fund from Rotary clubs	-	-	-	612
Estate of JB Crawford for school kitchen	-	500	500	-
Funds received for Diversion Project and D day event	-	1,500	1,500	-
Funds received on behalf of WCSS	-	2,390	2,390	-
Gift aid	1,242	-	1,242	1,914
Hanson dinner	1,703	1,853	3,556	-
Heating money from members	-	-	-	550
Inner Wheel for Kids Out	-	120	120	-
Interest received	321	221	542	427
Kids Out donation	-	600	600	540
Lieutenancy fund	-	3,750	3,750	-
Oxford Welsh Male Voice Choir 6 April	-	2,209	2,209	-
Pudsey collections and raffle	-	685	685	300
RYLA refund	-	-	-	783
Santa's sleigh	735	-	735	773
Street collection for Morocco/Libya disaster	-	716	716	-
Street collection for Medcins Sans Frontieres	-	859	859	-
Street collection in December for generators for Ukraine	-	-	-	1,138
Street collection and other donations for Turkey/Syria earthquake	-	-	-	3,202
Sundry donations	388	-	388	310
Sunshine box contributions	1,108	-	1,108	1,092
Witney Educational Foundation for Springfield School trips	-	760	760	300
Witney Firewalk surplus	828	-	828	4,754
Youth dinner donations from members	-	-	-	385
TOTAL RECEIPTS	14,874	19,750	34,624	24,996
PAYMENTS as below (pp5-6)	13,651	16,233	29,884	22,475
NET SURPLUS for the year	1,223	3,517	4,740	2,521
Balance at the beginning of the year	9,993	11,604	21,597	19,076
BALANCE AT THE END OF THE YEAR	11,216	15,121	26,337	21,597

Rotary Club of Witney

Trust Fund

RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 30 JUNE 2024 (cont)

	2024			2023
	Unrestricted	Restricted	Total	Total
PAYMENTS				
Seniors				
Christmas tree and presents for Cedar Court	-	50	50	124
Cream tea in September	-	495	495	-
Donation to Witney Talking News	-	400	400	-
Ducklington Church - warm space	-	270	270	-
Trip for St Marys Mead residents	-	-	-	245
Twixt party for the elderly/lonely	-	644	644	596
Wheelchair contribution - Alan Ellis	-	250	250	-
Windrush Court Christmas tree	-	50	50	-
Foundation				
Bridewell Organic Gardens	250	-	250	-
BBOWT	100	-	100	-
Crocuses and signs	-	-	-	195
Donations for End Polio Now	1,600	-	1,600	1,600
Contribution to Foundation	1,800	-	1,800	1,800
Friends of WCSS	250	-	250	-
Medcins Sans Frontieres	250	-	250	-
Shelterbox	250	-	250	-
Tree project	-	-	-	100
International				
Air ambulance for Ukraine	500	-	500	-
Alans Africa	400	-	400	400
Aquabox	-	-	-	300
Book Aid International	200	-	200	-
Clay ovens	-	-	-	250
Global Sight Solutions	-	-	-	200
International Railway Children	-	-	-	350
Mine signs for Ukraine	-	-	-	100
Rotary Fellowship of Healthcare Professionals	400	-	400	400
Ruth Blakey for Kosovo Academy trip	-	-	-	500
Shelterbox	500	-	500	590
Tree Aid	200	-	200	-
Youth				
Abingdon & Witney college to Cotswold Wildlife Park	-	-	-	283
Dinner guests - 29 April	209	297	506	-
Interact expenses	101	-	101	137
Kids Day Out – Summer	-	-	-	88
Kids Out donation (Toy Box)	600	-	600	600
Mulberrybush School	600	-	600	600
RotaKids expenses	68	-	68	-
RYLA	-	-	-	25
Springfield school trips	307	1,360	1,667	1,505
West Oxfordshire Boxing Club	500	-	500	-
Witney in Bloom prize	150	-	150	100
Community and Environment				
Paint for Oasis Family Church	-	-	-	133
Witney Community Support Service - food for coronation party	-	-	-	250
Wood for repairs to Witney Community Support Service premises	-	-	-	340
Wrap Up project	183	-	183	77
Carried forward	9,418	3,815	13,234	11,888

Rotary Club of Witney

Trust Fund RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 30 JUNE 2024 (cont)

	2024			2023
	Unrestricted	Restricted	Total	Total
Brought forward	9,418	3,815	13,234	11,888
Other				
Sunshine box donations	985	-	985	466
Adult Mental Health Care team	150	-	150	-
Asylum fund donation	-	-	-	500
Bridewell Organic Gardens	469	3,531	4,000	-
Cemetery Flower planting - initial seed cost	-	-	-	443
Children in Need	-	2,538	2,538	300
Crisis at Christmas	-	445	445	350
Donation for Interactors' dinner	-	-	-	320
Donation to Inner Wheel re the late Elizabeth Druce	-	-	-	80
Friends of WCSS	363	737	1,100	-
Generators for Ukraine	-	-	-	1,421
Heating fund monies paid out to 4 local warm spaces	-	-	-	550
Kids Out	-	120	120	-
Lieutenancy Fund payments	-	1,972	1,972	-
Medcins Sans Frontieres	141	859	1,000	-
SeeSaw	-	-	-	250
Shelterbox	-	716	716	3,957
Ukraine fund payments	-	-	-	700
West Oxfordshire Boxing Club	625	-	625	-
Volunteer Link-Up	-	250	250	1,000
West Oxfordshire Community Transport	1,000	-	1,000	-
West Oxfordshire Wheelchair Dance	-	-	-	250
Windrush Bike Project	500	-	500	-
Witney Community Primary School	-	1,150	1,150	-
Witney PCC	-	100	100	-
TOTAL PAYMENTS	13,651	16,233	29,884	22,475

Several small unrestricted personal donations have been made to the charity by its trustees – these amount in total to some £205 (2023 £225).

Further details of major fund-raising events are set out below:

	Christmas Lights	Choir	Firewalk	Hanson din
	£	£	£	£
Receipts	6,396	3,561	9,811	6,002
Payments	2,362	1,352	6,459	2,446
Net as above	4,034	2,209	3,352	3,556

Rotary Club of Witney

Trust Fund At 30 June 2024

STATEMENT OF ASSETS AND LIABILITIES AT 30 JUNE 2024

	2024			2023
	Unrestricted	Restricted	Total	
	£	£	£	£
Assets				
Bank account	10,337	-	10,337	5,597
COIF investment at cost*	879	15,121	16,000	16,000
	<u>11,216</u>	<u>15,121</u>	<u>26,337</u>	<u>21,597</u>

*At 30 June 2024 the market value of the COIF investment was £16,298 (2023 £15,545)

	2024		2023
	£	£	£
Unrestricted Funds			
Designated			
Sunshine box	749		626
Undesignated	10,467		9,367
Restricted Funds			
The elderly of Witney		7,334	10,008
Donations for a Youth Services dinner		-	297
District Grants not yet used		2,079	1,279
Foundation donations		40	20
Friends of WCSS		2,390	-
Funds for Diversionary Project and D Day event		1,500	-
Lieutenancy Fund		1,778	-
	<u>11,216</u>	<u>15,121</u>	<u>21,597</u>

The accounts were approved by the Council of the Rotary Club of Witney on
October 2024 and signed on their behalf by:

President

Rotary Club of Witney

CLUB ACCOUNT (not part of the accounts for the charity, the Rotary Club of Witney Trust Fund) RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 30 JUNE 2024

	2024	2023
	£	£
RECEIPTS		
Members' subscriptions – 2022/23	-	4,400
Members' subscriptions – 2023/24	1,695	2,200
Members' subscriptions – 2024/25	2,040	-
Draw surplus	-	1,100
Draw subscriptions received in advance	1,300	1,950
Donations	148	-
Interest	70	6
Ukraine donation from South Leigh	-	280
Refund of pump priming money advanced to Carnival	-	1,000
Surplus from Handover meeting 24 June 2024	188	-
Surplus on Christmas dinner	-	101
Sale of lapel badges, tabards etc	2	64
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	5,443	11,101
PAYMENTS		
Cash flow 'loss' on Draw given timing of receipts	1,000	-
Christmas dinner surplus donated to Crisis at Christmas	-	101
Club clothing for resale	74	-
Deposit to Blaze for 2025 Firewalk	200	-
District capitation	612	720
Fees for the use of Zoom	156	144
Fees paid for use of card payment system	136	196
Honorarium for Independent Examination	150	150
Incidental costs for Club Christmas dinner	90	105
Insurance	181	176
Lottery registration	20	20
Lunch AWOLs through error	120	13
Miscellaneous	173	190
PA equipment	333	-
Payment to Trust Fund for the use of Ashley's shed	500	500
Plaques to signify Rotary projects	162	-
President's handover meeting costs	-	331
Printing directories	30	-
Pull-up banners	-	60
Regalia	51	42
Repayment of South Leigh money	280	-
RIBI capitation	2,652	2,845
Rom hire for peripatetic lunches	363	270
Speakers'/guests' meals	494	577
Trophy engraving	54	83
Various IT items purchased for the Club by Tony Carter	-	319
Waterheater/Urn	-	93
Web expenses	50	50
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	7,881	6,985
Net (Deficit)/Surplus for the year	-	4,116
Bank balance at beginning of the year	7,423	3,307
BANK BALANCE AT THE END OF THE YEAR	<hr/>	<hr/>
	4,985	7,423