



27th Annual report and Financial Statement
June 2023 – May 2024

Banks:
Lloyds Bank plc,
30 Corporation Street, Blackpool, FY1 1EN

CCLA
Senator House, 85 Queen Street, London, EC4V 4ET

Independent Examiner:
Rev'd A.A. Clements MA, ACIB, FCIE
15 Carleton Road, Great Knowley, Chorley, PR6 8TQ

Registered Charity Number 1069442

Contents

Chairman's Annual Report	Pages 3 – 5
Governance	Pages 6-8
Financial Statement	Page 9-10
Accounting Policy	Page 11
Independent Examiner's Report	Page 12

THE FRIENDS OF LYTHAM HALL

CHAIRMAN'S REPORT FOR THE YEAR TO MAY 2024

The Friends of Lytham Hall of Church Farmhouse, 23 Commonside, Ansdell, Lytham St Annes, Lancashire FY8 4EX is registered with the Charity Commission (number 1069442). It is an incorporated association constituted by Deed of Trust.

The charity is administered by a Management Committee comprising:

Chair	- Alison Wood
Vice Chair	- Bob Smith
Secretary & Newsletter	- Kath Smith
Treasurer	- Terry Jones
Membership	- Marilyn Smith
Committee members	- Pam Beeden , Lambert Dopping-Heppenstal Elizabeth Guffogg, Meg Hargreaves, Sue Havenhand, John Hornyak, Sue Jones, Fiona Sumner, Gill Totty
Publicity/PR	- Amanda Joynt
Bookshop	- Gillian Duxbury (representative)

Lambert Dopping-Heppenstal stood down as Chair of the committee in June 2023 having served over 14 years in the role. The FOLH committee would like to acknowledge and thank Lambert for his significant support and contribution over this period to ensure that the Friend's organisation has been well placed to fund raise and support key projects to improve the fabric and grounds of the Hall. Alison Wood took on the role of Chair having joined the committee at the start of 2023.

Pauline Hamilton and Diane Kitt retired from the committee in 2023 . We would also like to thank them for their support to FOLH over the last few years.

At the 2023 AGM, in accordance with the rules of our constitution, Sue Havenhand, Elizabeth Guffogg and Marilyn Smith retired from the committee and offered to stand for re- election and were duly re-elected. We were also pleased to welcome Fiona Sumner and Gill Totty who joined the committee after election at the AGM.

David Coupe remains as President and Marion Coupe and Hugh Clifton remain as Vice presidents. John Hornyak continued as FOLH representative on the Lytham Town Trust Board.

This report covers the accounting period **June 2023 – May 2024**

Fund raising activities and events

We begin as always our fundraising year serving refreshments at the outdoor theatre events at the Hall organised by Julian Wilde. This was followed by our Halloween event where again demand outstripped supply of the tickets which we limit for both health & safety reasons and to ensure that those attending can enjoy the experience without overcrowding. We also held our Easter Bunny family fun day which was extremely popular. Both the trail itself and the variety of craft activities (especially Hook a Duck!) encourage people with young families to visit the Hall. As with the Halloween event, we limited the sale of tickets to ensure those with young children could fully enjoy the experience of the Easter Bunny Trail. The income from our two Halloween and Easter events was circa £9800.

The success of the FOLH's events is dependent on the support of volunteers drawn from our members & patrons, the wider Lytham Hall volunteer group and the Lytham Hall team. We are grateful of the help and support we receive and would like to especially thank Meg Hargreaves who took the lead for FOLH for these events , supported by Liz Guffogg, Sue Havenhand, Gill Totty , Kath Smith and Marilyn Smith.

As Lytham Hall now holds the successful Christmas afternoon & evening events in December, we are no longer able to offer the FOLH Christmas Cheer social event to patrons & members. We are looking to establish an alternative event for Patrons & members in the Spring of each year.

The second-hand bookshop in the West Wing, adjacent to the Tea Room, continues to be a great fundraising success thanks to the dedicated work of our bookshop volunteers and the public donation of books. It raised just under £6,500 this year – an increase of £1000 over last year. We also sell Bags, Cards and Pens through the honesty box system in the Bookshop.

Our membership continues to be a major source of income for the charity raising just under £7000 which is slightly lower this year versus last. We would like to thank Pam Beeden who was our membership secretary for many years for her contribution and Marilyn Smith who has taken over as membership secretary.

Projects funded

FOLH have funded a number of projects this year.

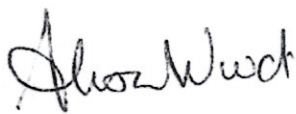
Our most significant project expenditure this year was to make a £40,000 contribution to the cost of the new drainage system at the Hall – a project also funded by Lytham Town Trust and other parties. This was a much-needed infrastructure improvement at the Hall and the FOLH committee agreed after evaluating and discussing this in detail that it was appropriate, we supported the hall and contributed to the overall project cost.

We have also funded a range of smaller projects in the Hall and the grounds including:

- Refurbishment of the dining room table & bannisters
- Printing of the wallpaper for Hettie's bedroom
- Purchase of netting & cages for Kitchen Garden
- Purchase of computer equipment & software licences
- Purchase of equipment to support talks at the hall

All the above projects were proposed by volunteers who support the running of the Hall and the FOLH are committed to continue to work in partnership with Lytham Hall team and the Volunteers to identify and fund projects that support our purpose and objectives (see note below).

Chair



Dated:

July 28th, 2024

For and on behalf of the Management Committee.

Governance

Charity Number: 1069442

Registered address: 23 Commonsides
Lytham St Annes
Lancashire
FY8 4EX

Banks: Lloyds Bank plc

Corporation Street
Blackpool
FY1 1EN

CCLA
Senator House
85 Queen Street
London
EC4V 4ET

Independent Examiner: Rev'd A.A. Clements MA, ACIB, FCIE
15 Carleton Road
Great Knowley
Chorley
PR6 8TQ

Trustees:
A Wood (Chair)
T Jones (Treasurer)
K Smith (Secretary)
L Dopping-Hepenstal
E Guffogg
M Hargreaves
S Havenhand
J Hornyak
S Jones
M Smith
R Smith

Governing document

The charity is controlled by its governing document, a deed of trust, and is an incorporated association. The governing document is the Constitution as adopted on 15th May 1997 and amended in 1998 and 2022.

Purpose and Objectives

The charity is established for the public benefit and has the following objectives:

1. To preserve for the benefit of the local community and the nation at large, Lytham Hall together with its works of art, furniture and contents.
2. To ensure that the Hall is used primarily as an art gallery, museum and visitor centre and to provide other amenities of a similar character for the benefit of the public.

Appointments of Trustees/Officers

In accordance with the Constitution, the charity shall have at least 6 trustees. A Trustee must be a member of the charity. Trustees are elected at a general meeting of the charity and the Trustees may appoint anyone who is willing to act as a Trustee. Election is for three years. One third of the Trustees retire annually but are eligible for re-election. When new Trustees are appointed, they are briefed on the up-to-date position of the charity.

Trustees' responsibility for the accounts

Charity Law requires the trustees of the charity to prepare financial statements each year which show a true and fair view. In addition, the trustees are responsible for selecting suitable accounting policies and applying them on a consistent basis, to make judgements and estimates that are prudent and reasonable, to keep proper accounting records which are sufficient to show and explain the charity's transactions and to disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Organisation

The business of the charity is managed by the Committee, which currently comprises 11 trustees and 2 co-opted members. The Committee meets as required

but at least 6 times per annum. At each meeting all the activities of the charity and its financial position are reviewed.

Investment policy

All the charity's funds are held in cash. Funds for short term use are held in a bank current account; the balance is held in an interest bearing CCLA account.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

In advance of all events organised by the charity, a comprehensive safety risk assessment is undertaken and where events take place on the Hall premises, this risk assessment is shared with the Hall's management. All of our events require children and vulnerable adults to be accompanied by a parent or guardian.

Data protection policy

The data held by the charity is limited to that required to manage the membership and specifically the names and contact details of each member. This data is only used for communication with the individual members. This will be a postal address and, if provided by the member, an email address.

Sustainability

The trustees are mindful of sustainability considerations. At events we endeavour to ensure as much as possible of our event equipment and props are re-used or re-purposed. We also support the Hall's initiatives in recycling cardboard and glass.

Our bookshop team recycle any donations that are not suitable for resale.

THE FRIENDS OF LYTHAM HALL

Receipts and Payments Account

General Purposes Fund

For the year ended 31st May 2024

INCOME	2024	2023
Paypal giving	126	38
Donations (Note 1)	7007	1072
Membership fees	6982	7380
Miscellaneous (Note 3)	0	
Gift aid	0	0
Proceeds from fund raising events (Note 2)	21564	24735
Bank Interest - Lloyds Current Account	0	0
Bank Interest - COIF Charity Deposit Fund	2440	1469
Total receipts	38119	34694

DIRECT CHARITABLE EXPENDITURE

Goods for re-sale	2011	1313
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OTHER EXPENSES

Costs of fund raising events (Note 2)	1533	3185
Postage and stationery and printing	59	223
Hire of Premises	0	0
Purchase of banqueting chairs	0	0
Donations to Heritage Trust NW	0	0
Miscellaneous (Note 3)	44589	17294
Licences and Lottery registration	0	0
Audit of Accounts	150	150
	48342	22165

NET RECEIPTS FOR THE YEAR

Net receipts as at 31st May 2024	-10223	12529
Cash and bank balances at 31 May 2023	90432	77903
	80209	90432

STATEMENT OF ASSETS AND LIABILITIES

CURRENT ASSETS

Bank and cash balances:		
Bank current account	21289	43952
Deposit Fund account	58920	46480
Cash in hand	0	0
	80209	90432

NON MONETARY ASSETS

Unused stock for future use.	503	479
	503	479

For and on behalf of the management Committee

Alison Wood

Chair.

Alison Wood
 9
 28th May 2024

THE FRIENDS OF LYTHAM HALL

Notes to the Accounts

For the year ended 31st May 2024

NOTE 1. Donations

There were a total of 7 donations amounting to £7010 during the course of the year including one legacy of £6148.97 of which a full list is available.

Note 2 - Fund Raising Events

Stocking sales	54
Pen sales	1757
Harry Clifton Book sales	110
Card sales	433
John Talbot Clifton Book sales	50
2nd Hand Book sales	6478
Bags	888
Book reclamation	41
Theatre refreshments	1464
Halloween Event	6565
Christmas Tree Event	93
Snowdrop sales	345
Easter Bunny Hunt	3286
	<u>21564</u>

Note 3 Miscellaneous (receipts 2023/24)

Note 3 Miscellaneous (payments 2023/24)

HTNW Drainage treatment centre	40000
HTNW Hetties wallpaper printing	350
HTNW Fruit Cages	400
HTNW Refurbishment of Hall dining table.	1150
HTNW Infared pointer and other related	147
The Broker Network Liability Insurance	399
HTNW Refurbishment of Bannisters	650
HTNW Software Licences	693
HTNW Computer Equipment	800
	<u>44589</u>

**Accounting Policies for the Friends of Lytham Hall.
(Charity Commission number 1069442)**

The financial statements of the Charity have been prepared in accordance with good accountancy practice using the Receipts & Payments basis.

Funds

General funds represent the funds of the charity that are not subject to any special restrictions regarding their use and are available for application to the general purpose of the charity. These include funds designated for a particular purpose by the charity.

The accounts include monetary transactions, assets and liabilities for which the charity can be held responsible.

Subject to the above, receipts and payments include income as received and expenditure when irrevocably paid.

Statement of Assets and Liabilities

The following assets are recognised but not necessarily valued in the Statement of Assets and Liabilities:

Investments held beneficially by the charity.

The following assets are recognised and a monetary value given as part of the description in the Statement of Assets and Liabilities:

Amounts owing from the Inland Revenue in respect of Gift Aid Relief where a formal claim has been made.

Legacies where formal notification of entitlement and amount has been received by 31st May each year.

Closing bank balances as shown in the receipts and payments account.

The following liabilities are recognised in the Statement of Assets and Liabilities:

Creditors for goods and services where the supply has been received and invoiced by 31st May each year.

Independent Examiner's Report.

Independent Examiner's Report to the Trustees of The Friends of Lytham Hall (C.C. No. 1069442).

I report on the accounts of the charity for the year ended 31st. May 2024, which are set out on pages 9 to 10 in this Report.

Respective responsibilities of the 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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to :

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commissioner under section 145 (5) (b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report.

My examination was carried out in accordance with the 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 you as 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 matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 130 of the 2011 Act; and to prepared accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

A. A. Clements

Date 30th. July 2024.

Fellow of the Association of Charity Independent Examiners.

Rev'd. A. A. Clements MA, ACIB, FCIE.

15 Carleton Road,

Great Knowley,

Chorley PR6 8TQ