

THE ROTARY CLUB OF MISBOURNE MATINS CHARITY FUND

**TRUSTEE REPORT
YEAR TO 30 JUNE 21**

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**THE ROTARY CLUB OF MISBOURNE MATINS CHARITY FUND
TRUSTEES REPORT (continued)**

TRUST INFORMATION

STATUS A charitable trust governed by a trust deed
Charity number 1094635

TRUSTEES	Judie Goldie Nick Hallchurch Geoffrey Hoare Derek Jones Michael Leyland Helen Phillips Rob Waters Susie Weisz	President to 30 June 2021 and Club member Club member Appointed 14 July 2021, President Elect Club member & Chair of Trustees Club member & Treasurer Club member and resigned 14 July 2021 Club member and resigned 22 July 2020 Appointed 22 July 2020, President Elect and President from 30 June 2021
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The trustees are appointed in accordance with the procedures set out in the Trust Deed and are authorised to act as Trustees by the members of the Rotary Club of Misbourne Matins. Trustees must themselves be members of the Rotary Club of Misbourne Matins. They are formally appointed when they indicate their willingness to serve as Trustees as required by the Trust Deed.

REGISTERED ADDRESS	c/o Mr Derek Jones Chairman of the Trustees 9 Parsonage Road Chalfont St Giles Bucks, HP8 4JW
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INDEPENDENT EXAMINER	Mr K Greatbatch The Chevin Cokes Lane Chalfont St Giles HP8 4UD
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BANKERS	Barclays Bank 32 High Street Chalfont St Peter Gerrards Cross SL9 9QD
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THE ROTARY CLUB OF MISBOURNE MATINS CHARITY FUND TRUSTEES REPORT (continued)

STRUCTURE AND GOVERNANCE

The Rotary Club of Misbourne Matins Charity Fund was established to provide a formal, registered charity through which the Rotary Club could carry out its charitable objectives. The Rotary Club is part of the Rotary Clubs of Great Britain and Ireland (RIBI) and Rotary International (RI), the worldwide organisation. The Rotary Club of Misbourne Matins carries out its charitable objectives using procedures, structures and a Club organisation recommended by RIBI and RI.

The Charity Fund was established on 9 June 1999 through a Trust Deed, as recommended by RIBI, and which sets out its charitable objectives, how it should operate, its banking arrangements, how it should administer any investments and how it should determine disbursement of its charitable funds in accordance with its objectives as well as setting out the arrangements for the appointment and if necessary, the removal of Trustees. Rotary Clubs are provided with advice, guidance, and training by RIBI to ensure the proper completion of its charitable objectives.

On 22 March 2017, the trustees completed a supplemental deed of trust, Amendments to the Governing Document, which sets out certain matters concerning how the Trust should operate and matters concerning the appointment and conduct of the trustees, but which does not alter the purpose or organisation of the Trust.

All the charitable activities of the Club are organised through four Club Committees; Fundraising, Community Service, Youth and International; who's Chairmen are part of the formal and elected Council of the Club. The Trustees of the Charity Fund determine that the Club's processes and decisions are in accordance with charity law, the Trust Deed of the Charity Fund and ensure that the Club's charitable activities are appropriately monitored and controlled. The Trustees consider the Budget for the Charity Fund prepared by the Council of the Club, which sets out fundraising activities and proposed disbursements of funds, and during the year, the Trustees monitor at regular intervals how the actual position of the Charity Fund has progressed.

Where the Club provides funds for charitable purposes overseas, either entirely through its own activities or together with other RIBI Rotary Clubs, the funds are co-ordinated, approved and monitored through Rotary International, often with additional funds provided by the worldwide charity Rotary Foundation. Such funds must be channelled through Rotary Clubs in the receiving countries to ensure proper control and monitoring of the expenditures at a local level in the receiving country.

CHARITABLE OBJECTIVE

As laid out in the Trust Deed the Charity Fund shall hold and apply all monies received by the Fund and raised by the Rotary Club of Misbourne Matins for the Charity Fund and any income thereon for the relief of the poor and needy or such other charitable purposes as the Rotary Club in a duly constituted meeting direct or failing which for such charitable purposes as the Trustees determine.

For the purposes of meeting this charitable objective the Trustees advise and ensure that the members of the Club understand in making and completing the plans and activities of the Club the Charity Commission's guidance on public benefit. All members of the club and Trustees are volunteers and receive no remuneration or benefits.

THE YEAR – FUNDRAISING AND DONATIONS

FUNDRAISING (See page 6)

During the year to 30 June 2021 the Charity Fund received total donations of £37,474 down, due to COVID, from the £88,640 in 2020, as set out on page 5. Of this £14,158 (2020 £74,439) was for named charities.

Due to COVID the charity was unable to organise a Children in Need collection at Heathrow, which raised some £31,069 for that charity the previous year. The Children in Need collection at local schools together with other donations raised £6,363 (2020 £6,454).

THE ROTARY CLUB OF MISBOURNE MATINS CHARITY FUND TRUSTEES REPORT (continued)

COVID also curtailed most of the annual Christmas Float street collections locally as well as static collections at supermarkets, petrol stations and village fairs but raised £814 (2020 £6,796). Several very successful Zoom talks raised £3,044.

The cancellation of all our breakfast meetings, which had started the previous year, continued throughout the year so members decided to donate their “breakfast” costs to the Charity Fund, initially for local Food Banks, but then for the general use of the Charity Fund. These member donations totalled £17,267 (2020 £5,356), of which some £1,490 (2020 £1,085) was for the Rotary Foundation.

During the year, the Charity Fund also supported a further Rotary Foundation Scholar who was studying at the Oxford University and who received a grant from Rotary through their home club. The post grad student however was unable to leave her country, Australia, due to COVID, so our support was limited.

DONATIONS (see page 7)

The Charity Fund disbursed to the local Community some £10,601 (2020 £17,240) principally to Scannappeal, Rennie Grove Hospice and TV Air Ambulance. It also donated £3,486 (2020 £3,400) to two local Food Banks during the COVID pandemic. It made many smaller donations to local charities or for local charitable needs.

Our International charitable activities disbursed £6,812 (2020 £3,650) principally to two orphanages in India and for children in Sierra Leone.

Local youth benefited from disbursements of some £4,933 (2020 £5,095) principally to local schools to provide urgent IT equipment to support out of school online learning.

The Fund donated £2,750 (2020 £1,085) to the Rotary International charity Rotary Foundation.

FINANCIAL REVIEW

Reserves

The Trustees and the members of the Rotary Club have determined that all monies raised through fundraising together with interest on monies invested should be disbursed through appropriate donations as soon as possible in the financial year but in any case, as soon as possible in the following financial year. The Charity Fund will not commit to donations or make payments until it has the appropriate cash resources for such commitments.

Risk Management – Health, safety, and vulnerable persons

The Trustees require that all events and activities of the Club carried out for the Charity Fund are properly planned with an appropriate risk analysis prepared before the event and monitored during the event or activity. The Club appoints persons responsible at our events for ensuring appropriate measures and monitoring of risks for health, safety and for vulnerable persons.

RIBI have obtained public risk, club member and Officer as well as Trustee insurance on behalf of all RIBI clubs and the Trustees ensure that the events and activities are completed with appropriate recognition of the insurance conditions and terms.

STATEMENT OF TRUSTEE RESPONSIBILITIES

In preparing the accounts for each financial year, Charity Law requires that the Trustees:

- Select suitable accounting policies and then apply them consistently.
- And make adjustments and estimates that are reasonable and prudent.

The Trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the accounts comply with the Charities Acts. They are responsible for safeguarding the Charity Fund's assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The Trustees confirm that the Accounts comply with current statutory requirements and those of the Charity Trust Fund.

**THE ROTARY CLUB OF MISBOURNE MATINS CHARITY FUND
TRUSTEES REPORT (continued)**

Approved by the Trustees and signed on its behalf by the Chairman of the Trustees,

Mr Derek Jones.

Date: 19th August 2021

ROTARY CLUB OF MISBOURNE MATINS CHARITY FUND
Charity Number 1094635

ACCOUNTS FOR THE YEAR TO 30th JUNE 2021

	2021 £	2020 £
FUNDRAISING		
Members general donations in lieu of breakfast	11,692	0
Christmas Float (part restricted)	814	6,976
Gift Aid Tax Recovery	6,151	3,097
Zoom Talks	3,044	0
Santa Fun Run	855	0
Online Zoom Quiz events	310	140
Members Christmas Cards Donations	260	300
Breakfast Zoom competition	30	160
Xmas Fair (with RC GX&CSP)	0	2,084
Mary Rose Talk joint with RC Jordans	0	562
Sergeant at Arms Fines	0	556
Other including Interest	160	326
	<u>23,316</u>	<u>14,201</u>
RESTRICTED FUNDRAISING		
Golf Day event (with GXGC & RC GX&CSP Net of exp)	0	4,388
Members breakfast donations to local Food Banks	1,995	3,255
Members breakfast donations to other named charities	1,800	0
Members Annual Donations to Foundation	1,490	1,085
Rotary District Grants for Charity Projects	1,985	1,386
Online Quiz for Rennie Grove	525	0
Schools Graphic Design competition sponsorship	0	400
	<u>7,795</u>	<u>10,514</u>
Total Fundraising above	<u>31,111</u>	<u>24,715</u>
CHILDREN IN NEED		
Gross amount raised by Misbourne Matins	6,363	37,523
Amounts raised by other Rotary Clubs	0	26,402
Less: Children in Need branded merchandise	0	0
Net amount raised	<u>6,363</u>	<u>63,925</u>
TOTAL ALL Fundraising	37,474	88,640
Less DONATIONS (page 2)	<u>31,459</u>	<u>91,135</u>
Excess of fundraising	6,015	-2,495
SURPLUS brought forward	<u>9,047</u>	<u>11,542</u>
ACCUMULATED SURPLUS	<u>15,062</u>	<u>9,047</u>
BALANCE SHEET		
Cash at Bank - Charity Acct	15,062	6,560
Debtor - Gift Aid from HMRC	0	3,097
Accrual for Design Competition costs	0	-610
	<u>15,062</u>	<u>9,047</u>

Restricted Fundraising is where donors have stipulated that their gifts should be used for a specific purpose & where Rotary Club collections are stated as for particular named purposes. All restricted funds received have been used for those purposes. Restricted funds not donated by the 30th June 2021 £0 (2020 £0)

Prepared by Mike Leyland (Honorary Treasurer)

Examined by Ken Greatbatch (Honorary Examiner)
(see Independent Examiners report on page 3)

Date

19.8.21

**ROTARY CLUB OF MISBOURNE MATINS CHARITY FUND
ACCOUNTS FOR THE YEAR TO 30th JUNE 2021**

DONATIONS

	<u>2021</u>	<u>2020</u>
LOCAL COMMUNITY		
Scannappeal	1,000	6,188
Rennie Grove	1,525	2,300
Thames Valley Air Ambulance	1,500	1,800
Local Food Banks	3,486	3,400
Rivertime Boat Trust	790	1,440
Chiltern Open Air Museum	800	0
South Bucks Hospice	500	500
Thames Valley Adventure Playground	500	0
Arctic One	250	0
Remembrance Day Wreaths (British Legion)	250	200
Roald Dahl Museum	0	912
Face Masks for Leonard Cheshire Home	0	300
	<u>10,601</u>	<u>17,040</u>
INTERNATIONAL		
Leap India	3,500	3,000
Saheli Trust India	1,552	0
Alan's Africa for Sirra Leone projects	1,010	0
Rotary Club of Seminyak Charity	300	0
Mary's Meals	250	0
Global Care	200	0
Mercy Ships through Rotary Foundation	0	550
Aquabox	0	100
	<u>6,812</u>	<u>3,650</u>
LOCAL YOUTH		
Local schools projects	2,880	535
Kids Out (Local toy boxes)	1,600	200
CSG Youth Club	500	1,500
Schools support for Life Bus & First Aid training	0	1,380
Schools Graphic Design Competition Prizes and Costs	0	665
1st Chalfont St Peter Scouts	0	750
Events cancelled due to COVID	-47	65
	<u>4,933</u>	<u>5,095</u>
SUNDRY		
Children in Need	6,363	63,925
Rotary Foundation UK	2,750	1,085
RI Foundation Scholar	0	340
TOTAL DONATIONS	<u>31,459</u>	<u>91,135</u>

Donations from Restricted Fundraising all match or exceed Restricted Funds received.

**ROTARY CLUB OF MISBOURNE MATINS CHARITY FUND
ACCOUNTS FOR THE YEAR TO 30th JUNE 2021**

Independent Examiner's report to the Trustees of The Rotary Club of Misbourne Matins Charity Fund

I report on the Accounts of the Rotary Club of Misbourne Matins Charity Fund for the year to 30th June 2021, which are set out in pages 1 and 2.

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(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; to follow the procedures laid down in the general directions given by the Charity Commission 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 prepare 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.

Name: Ken Greatbatch

Date:

19.8.21

