



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	07	2020		30	06	2021

Section A Reference and administration details

Charity name

The Rotary Club of Bedford Park

Other names charity is known by

RCBP

Registered charity number (if any)

1143918

Charity's principal address

212 Kimbolton Road

Bedford

Postcode

MK41 8DP

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Alan Bretherton	Chairman	Full Year	Trustees of RCBP
2	Paul Neanor		Full Year	Trustees of RCBP
3	Harry Fowler		Full Year	Trustees of RCBP
4	Tim O'Leary	Treasurer	Full Year	Trustees of RCBP
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19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
N/A	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Independent Examiner	Christopher Ward	62 Ashen Lane
		Stoke by Clare
		Sudbury, Suffolk
		CO10 8JA

Name of chief executive or names of senior staff members (Optional information)

N/A

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Trust Deed as part of the constitution of Rotary Clubs of Great Britain and Ireland
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Appointed by existing Trustees after consultation with RCBP Council

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

Rotary's Five Avenues of Service are the philosophical and practical framework for the work of this Rotary club.

1. Club Service, the first Avenue of Service, involves action a member should take within this club to help it function successfully.
2. Vocational Service, the second Avenue of Service, has the purpose of promoting high ethical standards in businesses and professions, recognizing the worthiness of all dignified occupations, and fostering the ideal of service in the pursuit of all vocations. The role of members includes conducting themselves and their businesses in accordance with Rotary's principles and

lending their vocational skills to club-developed projects in order to address the issues and needs of society.

3. Community Service, the third Avenue of Service, comprises varied efforts that members make, sometimes in conjunction with others, to improve the quality of life of those who live within this club's locality or municipality.
4. International Service, the fourth Avenue of Service, comprises those activities that members do to advance international understanding, goodwill, and peace by fostering acquaintance with people of other countries, their cultures, customs, accomplishments, aspirations, and problems, through reading and correspondence and through cooperation in all club activities and projects designed to help people in other lands.
5. Youth Service, the fifth Avenue of Service, recognizes the positive change implemented by youth and young adults through leadership development activities, involvement in community and international service projects, and exchange programs that enrich and foster world peace and cultural understanding.

The Charity work undertaken by the club adheres to the five sections described above, both in terms of contributions made to individuals and organisations.

In addition to the contributions described below, members of the club are involved in vocational work. During the year to 30th June 2021, owing to the COVID-19 pandemic, some of the regular activities were not possible, however, there was more focus on the following:

- support of local homeless people's charities
- provision of IT equipment for schools
- support of local mental health and well-being charities
- small building projects for local charities
- supporting other Rotary Club events

The Trustees, in making decisions about the activities and charitable donations, have had due regard to the commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Owing to the restrictions imposed by the COVID-19 pandemic, a number of the regular fund-raising events which RCBP run or are involved in were cancelled, notably the annual St George's Day themed Charity Ball and Golf Day in April and the annual Extra Mile Challenges cycling event in September.

The total funds raised from these 2 events is normally in excess of £35,000, however, this year was £0.

In order to compensate for this loss of income and to allow the club to continue to make donations, it was agreed that £5,000 of reserves would be transferred from the Club Account to the Trust Account and also that £15,000 (£1,250 per month) of membership fees (normally used to pay for breakfasts, which were not taking place either) would be transferred from the Club Account to the Trust Account. This total of £20,000, plus the associated £5,000 of Gift Aid reclaimed from HMRC, make up the bulk of the income to the Trust this year.

From this income, the Trust made donations of £26,908, including Ridgeway School for PCs (£6,090), Bedford Open Door (£5,000) and The Counselling Foundation (£5,000), Project 229 (£2,138), RC of Bedford for Sophie's Project (£1,500) and RC of Bedford De Parys for Sri Lankan Prosthetics (£1,500).

At 30th June 2021, there were 3 unpresented cheques, as follows:

Bedford Open Door	£2,000
Project 229	£738
Bedford Messiah Choir	£1,000

Additionally, during the year RCBP supported other local charities with smaller amounts as well as Rotary charities including Polio Plus (£1,000), Rotary foundation (£1,000) and Shelterbox, which provides emergency shelter for victims of War, Earthquakes, Hurricanes and Flooding (£1,180).

The Trust has also received income of £1,110 in y/e 30th June 2021, which is due to be paid to a recently-registered charity, Dine With Us. There was also a small amount (£62.50) of gift aid owed to the Trust by HMRC at 30th June 2021.

Brief statement of the charity's policy on reserves

The Charity normally intends to carry forward reserves of between £10,000 to £15,000 annually. The year-end bank balance of £22,567 does not reflect unpresented cheques, creditors and debtors at the year-end and, after adjusting for these, the actual cash position is £18,891. This is slightly more than we would normally hold, however, there remain COVID-driven challenges for the year ahead which are likely to lead to lower income.

Firstly, the amount raised from the St George's Day events is likely to be significantly reduced as the Ball is going to be held jointly with Road Victim's Trust in 2022. Secondly, whilst there is an Extra Mile event in Sept 2021, it is with reduced numbers, hence income will be reduced.

There was also no Raft Race due in July 2020 and the July 2021 event was also cancelled. The next event is scheduled for July 2022.

Countering this, we have undertaken a Project with GlobalGiving (a Crowdfunding Charity) in Sept 2021, from which we hope to raise a minimum of £3,600 for Bedford Open Door.

The Trustees are trying to mitigate against the impact of these uncertain income-streams by carrying a larger reserve than normal in order to provide charitable funds during the 2021/22 year.

Details of any funds materially in deficit

Not applicable

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

In a normal year, funds are received from various fund-raising activities and the St George's Day Ball and Golf event introduced in 2018 is the principal source of funds. RCBP also continues to be involved and benefit from the annual Extra Mile Challenge as well as unique efforts from individual RCBP members who carry out individual tests of endurance. It is expected that the GlobalGiving Crowdfunding Project will deliver significant funds in 2021/22 and future years.

Expenditure is spread across a broad base of charities, including local charities, emergency aid providers such as Shelterbox, Polio eradication, local Council initiatives for young people and some international projects.

There is no specific investment policy and the only asset held is cash. This is currently held in NatWest, however, we are in the process of switching to Barclays. There is a dual signature policy for all cheque payments and a monthly audit of payments. Going forward, with Barclays, we will be able to introduce online banking and a dual authorisation process.

Section F Other optional information

Harry Fowler has retired as a Trustee, with effect from 30th June 2021. He has been replaced by Stephen Gilder, with effect from 1st July 2021.

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)		
Position (eg Secretary, Chair, etc)		
Date		

Rotary Club of Bedford Park Trust Account					
Year Ended 30th June 2021					
Expenditure	£	£	Income	£	£
<i>Donations</i>					
Ridgeway School (Veritas)		6,090.40	Extra Mile		0.00
Open Door		5,000.00	Donations in lieu of members' Breakfasts		15,000.00
The Counselling Foundation		5,000.00	Transfer of reserves from Club		5,000.00
Project 229		2,137.99	Virgin MG - Xmas Card Amnesty (Project 229)		1,412.60
Sophie's Project (via Bedford RC)		1,500.00	Virgin MG - Brewpoint Event (Project 229)		747.54
Sri Lankan Prosthetics (via Bedford DP RC)		1,500.00	Virgin MG - Dine with us		860.25
Shelterbox		1,180.00	RIBI District Grant - Dine with us		250.00
Bedford Messiah Choir		1,000.00	RIBI District Grant - Dine with us 2019/20		590.00
Rotary Foundation		1,000.00	RIBI District Grant - Open Door		1,000.00
Rotary Foundation (End Polio Now)		1,000.00	Gift Aid reclaimed from HMRC		4,937.50
North Beds Hospice		500.00	Gift Aid reclaimed from HMRC - debtor		62.50
BDAN		500.00	Donation M Saenger		125.00
Antony Nolan Trust		250.00	Donation J Meredith - transferred from Club		360.00
School Readers & North Beds Hospice (via Bedford Castle RC)		250.00	Breakfast Cycle Challenge		25.00
Bedford Festival of Music, Speech & Drama		0.00			
Dine With Us - creditor		1,110.25			
Donations of £250 and under		0.00			
		28,018.64			30,370.39
Excess of income over expenditure		2,351.75			
		30,370.39			30,370.39
Balance Sheet as at 30th June 2021					
		£			£
Bank		22,510.86	Reserves b/fwd		15,373.37
Gift Aid reclaimed from HMRC - debtor		62.50	Dine With Us - creditor		1,110.25
Less unrepresented cheques		3,737.99 *	Excess of income over expenditure		2,351.75
		18,835.37	Reserves c/fwd		18,835.37
<i>* Unrepresented cheques</i>					
Bedford Open Door	£2,000.00	000317			
Project 229 - Brewpoint Event	£737.99	000318			
Bedford Messiah Choir (for Prostate Cancer)	£1,000.00	000320			
	£3,737.99				
Trust No 2 account Balance Sheet as at 30th June 2021					
		£			£
Bank		56.00	Reserves b/fwd		56.00
		56.00	Reserves c/fwd		56.00

ROTARY CLUB OF BEDFORD PARK						
CLUB ACCOUNT						
YEAR ENDED 30th JUNE 2021						
EXPENDITURE		£	INCOME		£	
Breakfast		240.90	Subscriptions		24,859.96	
Breakfast monies transferred to Trust		15,000.00	RIBI District fees Rebate		233.00	
Speaker Fees inc donations		1,550.00	Events:	Malhamdale Walk	343.20	
Rotary Subs/District fees		4,328.17		Church Stretton/Whitby Walk	1,530.00	
Events:	Malhamdale	343.20	Dine with us - incorrect payment tfrd to Trust		100.00	
	Church Stretton/Whitby Walk	1,520.00				
Dine with us - transfer to Trust		100.00				
RIBI Foundation - India Oxygen Concentrators Appeal		600.00				
Froggle Party - Ridgeway School		558.00				
Transfer of reserves to Trust		5,000.00				
J Meredith Subs transferred to Trust		360.00				
Miscellaneous under £200		265.75				
		29,866.02			27,066.16	
			Excess of expenditure over income		2,799.86	
		29,866.02			29,866.02	
BALANCE SHEET AS AT 30th JUNE 2021						
Bank		17,144.52	Reserves b/f		19,944.18	
Plus excess of expenditure over income		2,799.86				
		19,944.38	Reserves carried forward		19,944.18	



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

The Rotary Club of Bedford Park

On accounts for the year
ended

30 June 2021

Charity no
(if any)

1143918

Set out on pages

1 and 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD/MM/YYYY.

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 (~~other than that disclosed below~~ *) in connection with the examination which gives me cause to believe that in, any material respect:

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

I have no concerns and 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:

Date:

18/10/2021

Name:

CHRISTOPHER WARD

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

Address:

33 NETHER RD. CAVENDISH

SUDBURY SUFFOLK CO10 8BU