



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	April	2023		31	March	2024

## Section A Reference and administration details

Charity name

Lowestoft Thursday Club

Other names charity is known by

N/A

Registered charity number (if any)

1162491

Charity's principal address

109 Sussex Road

Lowestoft

Suffolk

Postcode

NR32 4HG

### 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	Joseph Luke Harrison	Chairman		
2	Jill Rosemary White	Secretary		
3	Mary Elizabeth Edwards	Treasurer		
4	Sophie Kelly Cooper			
5	Rosemarie Sarah Page			
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### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
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### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Elected by any members of the Charity or the Trustees

### 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.

We have several policies in place of which all we review to protect the members of the Charity. These include a safeguarding policy, equal opportunities policy, DBS checks and a complaints policy. We undertake risk assessments on outings in order to highlight the risks and to make sure we keep all members in the safest environment possible. The majority of our volunteers have now undertaken first aid training in order to make sure again our members are in the safest environment and we are prepared if there should be a first aid incident. As our name gets out there more due to increase in the marketing we are getting more interest with volunteers thus creating more awareness of the group and hopefully in the future this will provide further donations

We have expanded our marketing of the club this year and hope to continue this with us welcoming new members and volunteers. We now have our own merchandise which has been very popular. We have not held many trips away from the hall we meet at this year due to the rise in members and we have been able to put on lots of different acts at the hall and therefore no risk assessment or new procedures have been put in place.

## Section C Objectives and activities

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

The object of the Charity is for the public benefit to assist and support adults with learning disabilities in East Anglia by supplying an environment for their developing needs which provides and promotes their health and wellbeing through activities provided and organised by the Charity

**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)**

The activities that the club provides varies every week. These do include live performers, craft and raffle nights, bingo and discos. We as Trustees have regard to the guidance issued by the Charity Commission on public benefit. All activities provided by the Charity are enjoyed by all members with varying disabilities, promoting their wellbeing and providing them with a safe enjoyable environment to develop all their needs.

**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.

We have since becoming a Charity tried to spread greater awareness of the Charity and within the community by allowing friends and families to come to special nights that are put on for the members. In addition we have also attended specific charity evenings in the local community to get the Charity's name out there. We have also have t-shirts and other clothing made with the Charity's name and logo and also pens and badges. These are worn by all volunteers whenever we are at any events.

## Section D

## Achievements and performance

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### Summary of the main achievements of the charity during the year

The main achievement this year was our Summer Ball and Christmas Party, all members participated and had a great evening. We have also started an annual talent night in memory of one of our late volunteers where prizes are won and trophies/medals.

We have attracted more members this year and have had more enquires from both volunteers and members who would like to join the charity and we hope to continue to grow the charity with the help of our Facebook page and website.

## Section E Financial review

### Brief statement of the charity's policy on reserves

Our policy on reserves has just been reviewed and the two main aspects of the charity is entertainment and the hall hire. The reserves we set aside provide financial stability and the means for the development of our principle activity and would allow us to continue with the club if no donations or other financial support was provided. We intend to maintain our reserves at a level of £9,000.00.

### Details of any funds materially in deficit

N/A

### 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.

The charities principle source of funds is fundraising. We volunteer at local fetes and this has allowed us to spend the funds on new crafts for the members, host a Summer Ball which develops the needs of the members and means that we can provide entertainment to promote all members health and wellbeing.

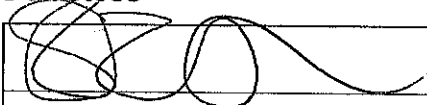
## Section F Other optional information

## 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)

SOPHIE COOPER

Position (eg Secretary, Chair, etc)

Trustee

Date

27/1/25

### Income and Expenditure 2023/2024

	April	May	June	July	August	September	October	November	December	January	February	March	YTD
<u>Income</u>													
Membership Fees	£165.00	£99.55	£218.30	£123.50		£232.20	£246.30	£262.90	£64.00	£118.00	£299.80	£238.95	<b>£2,068.50</b>
Charitable Donations		£1,000.00	£10.00	£4.70		£65.00	£2.00		£470.50	£367.75			<b>£1,919.95</b>
Fundraising Events		£5.60		£2,275.00		£131.10							<b>£2,411.70</b>
Special Events Fee	£26.00	£137.00					£30.00	£105.00	£18.00	£12.00	£21.00	£8.50	<b>£357.50</b>
Refreshments	£56.31	£20.90	£59.51	£34.20		£59.70	£68.75	£68.88	£15.70	£28.90	£82.40	£56.40	<b>£551.65</b>
Tuck Shop Monies	£14.90	£35.90	£53.59	£15.10		£39.36	£39.62	£19.70		£36.84	£41.65	£15.35	<b>£312.01</b>
Bank Interest	£20.68	£23.15	£23.59	£27.12	£34.03	£34.95	£36.24	£32.41	£33.18	£33.41	£31.35	£33.39	<b>£363.50</b>
Grants													<b>£0.00</b>
Other													<b>£0.00</b>
<b>Total Income</b>	<b><u>£282.89</u></b>	<b><u>£1,322.10</u></b>	<b><u>£364.99</u></b>	<b><u>£2,479.62</u></b>	<b><u>£34.03</u></b>	<b><u>£562.31</u></b>	<b><u>£422.91</u></b>	<b><u>£488.89</u></b>	<b><u>£601.38</u></b>	<b><u>£596.90</u></b>	<b><u>£476.20</u></b>	<b><u>£352.59</u></b>	<b><u>£7,984.81</u></b>
<u>Expenditure</u>													
Hall Hire	£10.00							£126.00	£210.00	£84.00	£84.00	£168.00	<b>£682.00</b>
Advertisement and Promotion	£35.00				£113.04		£110.00						<b>£258.04</b>
Insurance													<b>£0.00</b>
Entertainment/Craft Nights	£420.00	£150.00	£439.97	£254.00	£0.00	£353.49	£450.00	£530.00	£200.00	£60.00	£280.00	£1,230.00	<b>£4,367.46</b>
Trophies/Presents	£70.60					£103.93	£410.52	£189.00	£131.57		£48.27	£75.60	<b>£1,029.49</b>
Compliance Costs					£20.00								<b>£20.00</b>
Party Expenses		£281.90	£82.50	£926.31			£548.46		£67.66	£42.48	£26.00	£132.00	<b>£2,107.31</b>
Bank Charges	£5.80	£5.00	£5.00	£5.00	£14.50	£12.60	£5.00	£5.00	£5.00	£6.60	£5.80	£5.00	<b>£80.30</b>
Food and Drink	£20.77	£16.76	£209.54	£26.71		£42.16	£27.85	£52.75	£17.82	£14.94	£30.30	£25.79	<b>£485.39</b>
Miscellaneous Costs		£7.00				£51.66	£14.00	£72.96	£8.00		£7.28		<b>£160.90</b>
<b>Total Expenditure</b>	<b><u>£562.17</u></b>	<b><u>£460.66</u></b>	<b><u>£737.01</u></b>	<b><u>£1,212.02</u></b>	<b><u>£147.54</u></b>	<b><u>£563.84</u></b>	<b><u>£1,565.83</u></b>	<b><u>£975.71</u></b>	<b><u>£640.05</u></b>	<b><u>£208.02</u></b>	<b><u>£481.65</u></b>	<b><u>£1,636.39</u></b>	<b><u>£9,190.89</u></b>
<b>Profit/(Loss)</b>	<b><u>(£279.28)</u></b>	<b><u>£861.44</u></b>	<b><u>(£372.02)</u></b>	<b><u>£1,267.60</u></b>	<b><u>(£113.51)</u></b>	<b><u>(£1.53)</u></b>	<b><u>(£1,142.92)</u></b>	<b><u>(£486.82)</u></b>	<b><u>(£38.67)</u></b>	<b><u>£388.88</u></b>	<b><u>(£5.45)</u></b>	<b><u>(£1,283.80)</u></b>	<b><u>(£1,206.08)</u></b>