

# THE ROTARY CLUB OF NORWICH CHARITY SERVICE FUND

England & Wales · Charity number 1173871

## Details

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Status	Registered
Legal form	CIO
Registered	2017-07-20
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	102 Christchurch Road Norwich NR2 3NG
Phone	07973 666627
Email	<a href="mailto:admin@rotaryclubofnorwich.org">admin@rotaryclubofnorwich.org</a>
Website	<a href="http://www.rotaryclubofnorwich.org">www.rotaryclubofnorwich.org</a>

## Activities

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**Objects:** THE OBJECTS OF THE CIO ARE:THE RELIEF OF THE POOR AND NEEDY OR SUCH OTHER CHARITABLE PURPOSES AS THE CLUB SHALL IN DULY CONSTITUTED MEETING FROM TIME TO TIME DIRECT.

**Activities:** The relief of the poor and needy or such other charitable purposes as the Club shall in duly constituted meeting from time to time direct.

## Classification

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- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Other Finance
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, Disability, The Prevention Or Relief Of Poverty, Human Rights/religious Or Racial Harmony/equality Or Diversity
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies

## Geography

- Throughout England

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-06-30	£33,848	£7,053	-	-
2024-06-30	£9,616	£13,944	-	-
2023-06-30	£7,169	£5,083	-	-
2022-06-30	£19,339	£26,825	-	-
2021-06-30	£5,750	£3,095	-	-

## Trustees

Name	Role	Appointed
Anna Christine Cottrell		2024-03-12
Colin Mansell		2020-06-11
Michael Edwin Rodgers		2026-06-04
Neil Whiteside		2026-06-04
Rita Susan Douglas		2015-09-26

**THE ROTARY CLUB OF NORWICH CHARITY SERVICE FUND**

England & Wales - Charity number 1173871

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# Accounts

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# **ROTARY CLUB OF NORWICH CHARITY SERVICE FUND**

Registered Charity No. 1173871

## **ACCOUNTS**

for the year ended

**30th June 2024**

**THE ROTARY CLUB OF NORWICH CHARITY SERVICE FUND**  
(A registered charity)

**ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 30 JUNE 2024**

Trustees

Colin Rymill (Chairman)  
Colin Mansell (Treasurer)  
Anna Cottrell (Appointed 12 March 2024)  
Mary Beardwood  
Miles Neville  
Michael Stamford

Address

102 Christchurch Road  
Norwich  
NR2 3NG

Charity registered number

1173871

Independent Examiner

Nigel Wordingham

Bankers

CAF Bank Ltd.  
25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ

## **TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2024**

The Trustees of the Rotary Club of Norwich Charity Service Fund presents its Annual Report and Accounts for the year ended 30th June 2024. These comply with the current statutory requirements and the requirements of the Charity's governing document.

The Rotary Club of Norwich Charity Service Fund is a registered charity founded in January 2001 and first registered with the Charity Commission on the 14<sup>th</sup> March 2001. In July 2017 the Charity re-registered with the Charity Commission as a Charitable Incorporated Organisation. The charity's governing document is the Constitution.

The objective of the charity is the relief of the poor and needy or such other charitable purposes as the Club shall in duly constituted meeting from time to time direct. This work is undertaken both nationally and internationally. The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Trust's aims and objectives and in planning future activities and setting the grant making policy for the year.

### Reserves Policy:

- 1/ The Trustees recognise the need to hold reserves to enable the charity to absorb setbacks, take advantages of change and opportunity and to secure future viability.
- 2/ The policy is to maintain Free reserves (as defined by the Charity Commission) at a minimum of £3,500.
- 3/ At each Trustees Board meeting the Treasurer shall report the level of free reserves held and the latest projection of annual expenditure.

Fundraising events continued to be limited due to the low membership of the Club, but a total of almost £10,000 was raised in the year. The main activities included the excellent Ceilidh, collections for the victims of the devastating Moroccan earthquake, Chinese New Year celebrations, the Quiz that attracted a room full of contestants in the Newmarket Suite at the George Hotel and the annual buggy-driving at the Royal Norfolk Show.

The social event of the year was undoubtedly the Ceilidh conceived and led by Immediate Past President, Miles, in St Andrew's Church Hall, Eaton. The event, including a raffle, raised £1,055.34 for the Ho school project, was a great fun evening and enjoyed by all. In total £4,471.86 has been raised for the Ho project this year. As well as the Ceilidh we received a Rotary District Grant of £1,500, contributions from other Rotary Clubs of £1,500 and £416.52 from other donations and Gift Aid.

There was good support for the hurriedly organised collection at the Co-op, Earlham Road, following news of a major earthquake close to Marrakesh. The total raised of £1,334.54, including members' other collections and Gift Aid, was used to fund Shelter Boxes. The success of the collection was due largely to the relationship we've been able to develop with the Co-op, and volunteers being prepared to stand with collecting buckets just a few days after the event while national media channels were still leading on the disaster.

Annual Buggy Driving at the Royal Norfolk Show is a bit like Topsy: it keeps on growing. Our services this year were extended to include the bus service transport within the Showground, and President Elect Mike recruited drivers for 60 driving slots over the two days. Many of those who were 'taxied' contributed charitable donations. In total £1,050 was received from this activity.

At the meeting to celebrate the Chinese New Year an unexpected donation of €1,000 was received from Vivian Chen, who was a member of the Club while she was studying at UEA. Technical problems prevented the planned Zoom link with Vivian in China. Keith's 'Red Envelopes' and other donations increased the total raised by the evening to £1,001.76, which is for the unrestricted fund. Other donations during the year from members and supporters towards the unrestricted fund, including Gift Aid where applicable, totalled £573.77.

Charles and Juyna Lewis organised an excellent Quiz evening and drummed up over 40 participants to raise £283 for Care4Calais. There was a wonderful buzz about the whole evening.

In the year £109.12 was received for the CuppaCare project and £370.33 for Foundation and Polio Plus. Interest received on deposits totalled £422.12.

Wrap Up 2023 was a successful Norwich and local club's initiative to collect winter coats at strategically sited locations and distribute to those in need through locally established charities. Our efforts were led by Anna and resulted in a total of 608 coats, fleeces and gilets being distributed to keep people warm last winter. It's planned to repeat the event this autumn. No funds are raised but the event is a great way to advertise Rotary in the community.

We joined with other Norwich and local clubs on World Polio Day to promote and publicise Rotary's role in working to eradicate polio worldwide at an event at the Forum.

Anna identified an opportunity of service in the local community at the Phoenix Centre, Mile Cross. The Phoenix Centre is a lively community hub with a wide range of social activities for all residents. Our first activity was at the Science Fair Trail in Sloughbottom. Again, no funds are raised but it's a fun service to a community that is in need of some TLC from Rotary.

## **TRUSTEES' RESPONSIBILITIES STATEMENT**

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law. The law applicable to charities in England/Wales requires the Trustees to prepare financial statements for each financial year on a receipts and payments basis.

The Trustees are responsible for keeping proper accounting records that 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 for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on 15 August 2024 and signed on their behalf by:

A handwritten signature in black ink that reads "Colin Rymill". The signature is written in a cursive style with a horizontal line underlining the name.

Colin Rymill  
Chairperson

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE ROTARY CLUB OF NORWICH CHARITY SERVICE FUND – Charity Number 1173871**

I report on the accounts of the above charity for the year ended 30 June 2024 which comprise the Receipts and Payments account and Statement of Assets and Liabilities, with the related notes. These are set out on pages 6 to 8.

**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"). The Trustees consider that an audit is not required for this year.

My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work or for this report.

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 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.

Signed:



Dated:

17/8/2024

Nigel Wordingham  
40 Le Strange Close  
Norwich NR2 3PW

# ROTARY CLUB OF NORWICH CHARITY SERVICE FUND

RECEIPTS AND PAYMENTS ACCOUNTS FOR THE YEAR TO 30 JUNE 2024

RECEIPTS	<u>Unrestricted</u>	<u>Restricted</u>	<u>2023/24</u> £	<u>2022/23</u> £
<b>Charity Service General Fund</b>				
Members donations	1,575.53		<b>1,575.53</b>	869.79
Fundraising activities	1,050.00		<b>1,050.00</b>	890.00
<b>Youth Opportunities Committee</b>				
Technology	0.00		<b>0.00</b>	0.00
RYLA	0.00		<b>0.00</b>	0.00
Youth Speaks	0.00		<b>0.00</b>	0.00
Young Chef	0.00		<b>0.00</b>	0.00
Young Photographer	0.00		<b>0.00</b>	0.00
Young Environmentalist	0.00		<b>0.00</b>	0.00
<b>Foundation &amp; International Committee</b>				
Twin Clubs' projects		0.00		
Youth Service Overseas and Awards		0.00	<b>0.00</b>	0.00
Ukraine Project		0.00	<b>0.00</b>	0.00
Disaster relief	1,334.54		<b>1,334.54</b>	3,002.01
Ghana, Ho school		4,471.86	<b>4,471.86</b>	1,859.25
Lend with Care		0.00	<b>0.00</b>	0.00
Rotary Scholars		0.00	<b>0.00</b>	0.00
Rotary Peace Fellows and Conference		0.00	<b>0.00</b>	0.00
Sierra Leone		0.00	<b>0.00</b>	0.00
Moldova Relief		0.00	<b>0.00</b>	0.00
Sampson		0.00	<b>0.00</b>	0.00
One-off appeals	283.00		<b>283.00</b>	0.00
<b>Community Services Committee</b>				
Meadows / local		0.00	<b>0.00</b>	0.00
Local one-off appeals		0.00	<b>0.00</b>	0.00
Nancy Oldfield Trust		0.00	<b>0.00</b>	0.00
Schools Project		0.00	<b>0.00</b>	0.00
Foodbank		0.00	<b>0.00</b>	0.00
<b>Special Projects</b>				
Foundation		257.83	<b>257.83</b>	265.01
ESRAG & Sainsbury's Centre for Creative Arts		0.00	<b>0.00</b>	0.00
Germany Flood Relief		0.00	<b>0.00</b>	0.00
St Michael's School		0.00	<b>0.00</b>	0.00
Computers for NDA		0.00	<b>0.00</b>	0.00
Centenary Loneliness Project		109.12	<b>109.12</b>	120.50
Kids Out		0.00	<b>0.00</b>	0.00
Polio Plus		112.50	<b>112.50</b>	0.00
Guildford Rotary Eye Project			<b>0.00</b>	0.00
Water Aid			<b>0.00</b>	0.00
<b>Interest received</b>	422.12		<b>422.12</b>	162.44
<b>TOTAL INCOME</b>	4,665.19	4,951.31	9,616.50	7,169.00

**PAYMENTS**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>2023/24</u>	<u>2022/23</u>
			£	£
<b>Charity Service General Fund</b>				
Fundraising activities	0.00		<b>0.00</b>	0.00
Transfers	0.00		<b>0.00</b>	0.00
Bank charges and other fees	115.60		<b>115.60</b>	117.68
<b>Youth Opportunities Committee</b>				
Technology	0.00		<b>0.00</b>	0.00
RYLA	0.00		<b>0.00</b>	700.00
Youth Speaks	0.00		<b>0.00</b>	0.00
Young Chef	0.00		<b>0.00</b>	48.80
Young Photographer	0.00		<b>0.00</b>	0.00
Young Environmentalist	0.00		<b>0.00</b>	0.00
<b>Foundation &amp; International Committee</b>				
Twin Clubs' Project			<b>0.00</b>	0.00
Youth Service Overseas and Awards	0.00		<b>0.00</b>	0.00
Ukraine Project		0.00	<b>0.00</b>	0.00
Disaster relief	1,334.72		<b>1,334.72</b>	3,002.01
Ghana, Ho school		8,856.73	<b>8,856.73</b>	949.75
Lend with Care		0.00	<b>0.00</b>	0.00
Rotary Scholars		0.00	<b>0.00</b>	0.00
Rotary Peace Fellows and Conference		0.00	<b>0.00</b>	0.00
Sierra Leone		0.00	<b>0.00</b>	0.00
Moldova Rekiief		0.00	<b>0.00</b>	0.00
Sampson		0.00	<b>0.00</b>	0.00
One-off appeals	283.00		<b>283.00</b>	0.00
<b>Community Services Committee</b>				
Meadows / local		0.00	<b>0.00</b>	0.00
Local one-off appeals	58.51		<b>58.51</b>	0.00
Nancy Oldfield Trust		399.25	<b>399.25</b>	0.00
Schools Project		1,456.84	<b>1,456.84</b>	0.00
Foodbank		475.49	<b>475.49</b>	0.00
<b>Special Projects</b>				
Rotary Foundation/End Polio		267.83	<b>267.83</b>	265.01
ESRAG & Sainsbury's Centre for Creative Arts		0.00	<b>0.00</b>	0.00
Germany Flood Relief		0.00	<b>0.00</b>	0.00
St Michael's School		0.00	<b>0.00</b>	0.00
Computers for NDA		0.00	<b>0.00</b>	0.00
Centenary Loneliness Project		62.12	<b>62.12</b>	0.00
Kids Outs		0.00	<b>0.00</b>	0.00
Polio Plus		462.50	<b>462.50</b>	0.00
Guildford Rotary Eye Project		85.60	<b>85.60</b>	0.00
Water Aid		85.60	<b>85.60</b>	0.00
<b>TOTAL PAYMENTS</b>	<b>1,791.83</b>	<b>12,151.96</b>	<b>13,943.79</b>	<b>5,083.25</b>
<b>DEFICIT (-) / SURPLUS FOR THE YEAR</b>	<b>£2,873.36</b>	<b>-£7,200.65</b>	<b>-£4,327.29</b>	<b>£2,085.75</b>

# ROTARY CLUB OF NORWICH CHARITY SERVICE FUND

STATEMENT OF ASSETS AND LIABILITIES as at 30 JUNE 2024

	Notes	30-Jun-24	30-Jun-23
		£	£
<b>Current Assets</b>			
Cash at Bank			
Current account		415.34	2,162.25
Deposit account		13,858.28	16,438.66
<b>TOTAL ASSETS</b>		<b>14,273.62</b>	<b>18,600.91</b>
<b>CHARITY FUNDS</b>			
Restricted Funds	1	850.54	7,701.19
Unrestricted Funds	2	13,423.08	10,899.72
<b>TOTAL FUNDS</b>		<b>14,273.62</b>	<b>18,600.91</b>

NOTES TO ACCOUNTS

**1 Restricted Funds**

	Balance B/F 30 June 2023	Receipts	Payments	Transfer to/from other Projects	Transfer from/ (to) Restricted	Balance C/F 30 June 2024
	£	£	£	£	£	£
<b>Community Services Committee</b>						
Meadows /local	429.25	0.00	0.00			429.25
Nancy Oldfield Trust	399.25	0.00	(399.25)			0.00
Schools (The Matthew project)	1,456.84	0.00	(1,456.84)			0.00
Foodbank	475.49	0.00	(475.49)			0.00
<b>Foundation &amp; International Committee</b>						
Twin Clubs Projects	80.00	0.00	0.00			80.00
Ukraine Project	0.00	0.00	0.00			0.00
Ghana, Ho school	4,473.39	4,471.86	(8,856.73)			88.52
Lend with Care	95.20	0.00	0.00			95.20
Rotary Peace Fellow	100.00	0.00	0.00			100.00
Sierra Leone	0.00	0.00	0.00			0.00
Moldova Relief	0.00	0.00	0.00			0.00
Sampson	57.57	0.00	0.00			57.57
<b>Special Projects</b>						
Rotary Foundation	10.00	257.83	(267.83)			0.00
ESRAG/Sainsbury's Centre for Creative Arts	0.00	0.00	0.00			0.00
Germany Flood Relief	0.00	0.00	0.00			0.00
Guildford Rotary Eye Project	85.60	0.00	(85.60)			0.00
Water Aid	85.60	0.00	(85.60)			0.00
St Michael's School	0.00	0.00	0.00			0.00
Computers for NDA	0.00	0.00	0.00			0.00
Centenary Loneliness Project	(47.00)	109.12	(62.12)			0.00
Kids Out	0.00	0.00	0.00			0.00
Polio Plus	0.00	112.50	(462.50)		350.00	0.00
<b>Total Restricted Funds</b>	<b>7,701.19</b>	<b>4,951.31</b>	<b>(12,151.96)</b>	<b>0.00</b>	<b>350.00</b>	<b>850.54</b>

**2 Unrestricted Funds**

	Balance B/F 30 June 2023	Receipts	Payments	Net	Transfer from/ (to) Restricted	Balance C/F 30 June 2024
Designated Funds - Disaster Relief Fund	2,000.00	1,334.54	(1,334.72)		0.00	1,999.82
General Funds	8,899.72	3,830.65	(957.11)		(350.00)	11,423.26
<b>Total Unrestricted Funds</b>	<b>10,899.72</b>	<b>5,165.19</b>	<b>(2,291.83)</b>	<b>0.00</b>	<b>(350.00)</b>	<b>13,423.08</b>

3 **Gift Aid** - the amount accrued but not included in the accounts at the year end is £37.75

The accounts for the year ended 30 June 2024 are prepared on a receipts and payments basis.

Collin Mansell  
Hon. Treasurer

Date: 17 - 8 - 2024

**THE ROTARY CLUB OF NORWICH CHARITY SERVICE FUND**

England & Wales - Charity number 1173871

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# Accounts

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**ROTARY CLUB OF NORWICH CHARITY SERVICE FUND**

Registered Charity No. 1173871

**ACCOUNTS**

for the year ended

**30th June 2023**

**THE ROTARY CLUB OF NORWICH CHARITY SERVICE FUND**  
(A registered charity)

**ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 30 JUNE 2023**

Trustees

Miles Neville	(Chairman)
Colin Mansell	(Treasurer)
Mary Beardwood	
Colin Rymill	
Michael Stamford	(Appointed 6 March 2023)
Trevor Mitchell	(Resigned 28 September 2022)
Mark Templeman	(Resigned 30 June 2023)
Aliona Derrett	(Resigned 30 June 2023)
Andrew Brown	(Resigned 30 June 2023)

Address

102 Christchurch Road  
Norwich  
NR2 3NG

Charity registered number

1173871

Independent Examiner

Nigel Wordingham

Bankers

CAF Bank Ltd.  
25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ

## **TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2023**

The Trustees of the Rotary Club of Norwich Charity Service Fund presents its Annual Report and Accounts for the year ended 30th June 2023. These comply with the current statutory requirements and the requirements of the Charity's governing document.

The Rotary Club of Norwich Charity Service Fund is a registered charity founded in January 2001 and first registered with the Charity Commission on the 14<sup>th</sup> March 2001. In July 2017 the Charity re-registered with the Charity Commission as a Charitable Incorporated Organisation. The charity's governing document is the Constitution.

The objective of the charity is the relief of the poor and needy or such other charitable purposes as the Club shall in duly constituted meeting from time to time direct. This work is undertaken both nationally and internationally. The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Trust's aims and objectives and in planning future activities and setting the grant making policy for the year.

### **Reserves Policy:**

- 1/ The Trustees recognise the need to hold reserves to enable the charity to absorb setbacks, take advantages of change and opportunity and to secure future viability.
- 2/ The policy is to maintain Free reserves (as defined by the Charity Commission) at a minimum of £3,500.
- 3/ At each Trustees Board meeting the Treasurer shall report the level of free reserves held and the latest projection of annual expenditure.

The key activities of the charity are undertaken through the work of three committees: Community Services, Foundation & International Services and Youth Opportunities.

The main challenge facing this financial year is the low membership of the Club, meaning that very few fundraising events were able to take place. The main activities included a barbeque at the home of the President in August 2022, collections for victims of the Pakistan floods and the devastating earthquake in Turkey/Syria, and the annual buggy-driving at the Norfolk Show.

During the year, the Club continued to support the Cuppa Care project (a listening, support, information, signposting and advice service aimed at preventing and/or reducing loneliness and isolation experienced by members of the community) which was set up as a new project as part of our Centenary celebrations in the previous Rotary year (ending 30<sup>th</sup> June 2022). We have also continued to support our ongoing international project, namely the creation of an all-inclusive school in Ho, Ghana.

The 'Cuppa Care' bus is equipped with a range of information and facilities for making refreshments, from which members of staff and volunteers will engage with the local community, providing a listening ear, appropriate support, information and advice. Staff on-board are trained to also be able to identify specific needs of people who engage with this project by triaging their needs and making soft referrals to specialist charities/services involved in the project, thus further enhancing the support provided and ensuring that members of the community receive a holistic support. Although

originally initiated by the Rotary Club of Norwich, under the guidance of the then President, Aliona Derrett, Cuppa Care is a partnership based, multi-agency project, led by the Hear for Norfolk charity and delivered jointly with Vision Norfolk (NNAB), Age UK Norwich, Norfolk LGBT+ Project, Norfolk CAB, Norfolk and Waveney Mind, Age UK Norfolk and The Wellbeing Service of NSFT. During this current year, a further £120.50 (including GiftAid) was received for Cuppa Care. The project is now fully operational and run primarily by Hear for Norfolk.

The Barbeque, held in August at the home of the President, Miles Neville, raised £161 towards the ongoing support of our international project in Ghana. Spearheaded by Rotarian Anna Cottrell, the focus of the project has been to provide educational opportunities for handicapped or disabled children who might otherwise be ostracised in society. The all-inclusive school in Ho, Ghana, has now been built and has opened its doors. During the year, including GiftAid, a total of £1,859.25 was raised for the Ho Project. Further monies raised will go towards various additional materials. Preparations for our next big fundraising activity for the Ho Project began in the current year but will take place in October 2023 (next Rotary year): this is a ceilidh to be held at St. Andrew's Church Hall in Eaton, Norwich. Rotary's involvement in the Ho Project will draw to a conclusion during the Rotary Year 2023-24.

Our annual participation in Buggy Driving at the Royal Norfolk Show resulted in receipt of £890. The collection for the victims of the devastating flooding in Pakistan raised a total of £853.67 while the collection for the earthquake victims in Turkey and Syria raised £1,585.84. For these two, an additional £557.50 was collected from GiftAid. Including GiftAid we also received £265.01 for Foundation. Finally, a total of £869.79 (including GiftAid) was received from members' donations to Unrestricted funds.

## **TRUSTEES' RESPONSIBILITIES STATEMENT**

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law. The law applicable to charities in England/Wales requires the Trustees to prepare financial statements for each financial year on a receipts and payments basis.

The Trustees are responsible for keeping proper accounting records that 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 for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on 9 September 2023 and signed on their behalf by:



Miles Neville  
Chairperson

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE ROTARY CLUB OF NORWICH CHARITY SERVICE FUND – Charity Number 1173871**

I report on the accounts of the above charity for the year ended 30 June 2023 which comprise the Receipts and Payments account and Statement of Assets and Liabilities, with the related notes. These are set out on pages 5 to 7.

**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"). The Trustees consider that an audit is not required for this year.

My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work or for this report.

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.

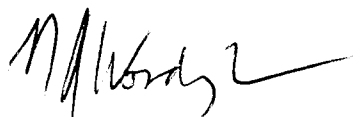
**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention 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.

Signed:



Dated:

20 September 2023

Nigel Wordingham  
40 Le Strange Close  
Norwich NR2 3PW

# ROTARY CLUB OF NORWICH CHARITY SERVICE FUND

RECEIPTS AND PAYMENTS ACCOUNTS FOR THE YEAR TO 30 JUNE 2023

RECEIPTS	<u>Unrestricted</u>	<u>Restricted</u>	<u>2022/23</u> £	<u>2021/22</u> £
<b>Charity Service General Fund</b>				
Members donations	869.79		869.79	516.50
Transfers	0.00		0.00	200.00
Fundraising activities	890.00		890.00	147.78
<b>Youth Opportunities Committee</b>				
Technology	0.00		0.00	0.00
RYLA	0.00		0.00	0.00
Youth Speaks	0.00		0.00	0.00
Young Chef	0.00		0.00	0.00
Young Photographer	0.00		0.00	30.00
Young Environmentalist	0.00		0.00	0.00
<b>Foundation &amp; International Committee</b>				
Twin Clubs' projects		0.00		
Youth Service Overseas and Awards		0.00	0.00	0.00
Ukraine Project		0.00	0.00	511.25
Disaster relief	3,002.01		3,002.01	288.75
Ghana, Ho school		1,859.25	1,859.25	1,586.02
Lend with Care		0.00	0.00	95.20
Rotary Scholars		0.00	0.00	0.00
Rotary Peace Fellows and Conference		0.00	0.00	0.00
Sierra Leone		0.00	0.00	0.00
Moldova Relief		0.00	0.00	156.25
Sampson		0.00	0.00	32.57
VTT Romania		0.00	0.00	0.00
<b>Community Services Committee</b>				
Meadows / local		0.00	0.00	509.00
Dementia project		0.00	0.00	21.30
Nancy Oldfield Trust		0.00	0.00	31.32
Schools Project		0.00	0.00	0.00
Foodbank		0.00	0.00	225.49
<b>Special Projects</b>				
Foundation		265.01	265.01	530.17
ESRAG & Sainsbury's Centre for Creative Arts		0.00	0.00	0.00
Germany Flood Relief		0.00	0.00	375.00
St Michael's School		0.00	0.00	0.00
Computers for NDA		0.00	0.00	0.00
Centenary Loneliness Project		120.50	120.50	13,988.75
Kids Out		0.00	0.00	0.00
Polio Plus		0.00	0.00	82.55
Guildford Rotary Eye Project			0.00	0.00
Water Aid			0.00	0.00
<b>Interest received</b>	<b>162.44</b>		<b>162.44</b>	<b>11.30</b>
<b>TOTAL INCOME</b>	<b>4,924.24</b>	<b>2,244.76</b>	<b>7,169.00</b>	<b>19,339.20</b>

**PAYMENTS**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>2022/23</u>	<u>2021/22</u>
			£	£
<b>Charity Service General Fund</b>				
Fundraising activities	0.00		0.00	0.00
Transfers	0.00		0.00	200.00
Bank charges and other fees	117.68		117.68	187.63
<b>Youth Opportunities Committee</b>				
Technology	0.00		0.00	0.00
RYLA	700.00		700.00	0.00
Youth Speaks	0.00		0.00	0.00
Young Chef	48.80		48.80	74.26
Young Photographer	0.00		0.00	0.00
Young Environmentalist	0.00		0.00	0.00
<b>Foundation &amp; International Committee</b>				
Twin Clubs' Project			0.00	0.00
Youth Service Overseas and Awards	0.00		0.00	150.00
Ukraine Project		0.00	0.00	561.25
Disaster relief	3,002.01		3,002.01	590.00
Ghana, Ho school		949.75	949.75	5,136.21
Lend with Care		0.00	0.00	0.00
Rotary Scholars		0.00	0.00	0.00
Rotary Peace Fellows and Conference		0.00	0.00	0.00
Sierra Leone		0.00	0.00	0.00
Moldova Relief		0.00	0.00	1,347.02
Sampson		0.00	0.00	0.00
VTT Romania	0.00		0.00	0.00
<b>Community Services Committee</b>				
Meadows / local		0.00	0.00	200.00
Dementia project		0.00	0.00	0.00
Nancy Oldfield Trust		0.00	0.00	400.00
Schools Project		0.00	0.00	0.00
Foodbank		0.00	0.00	0.00
<b>Special Projects</b>				
Rotary Foundation/End Polio		265.01	265.01	820.62
ESRAG & Sainsbury's Centre for Creative Arts		0.00	0.00	0.00
Germany Flood Relief		0.00	0.00	375.00
St Michael's School		0.00	0.00	0.00
Computers for NDA		0.00	0.00	0.00
Centenary Loneliness Project		0.00	0.00	16,601.27
Kids Outs		0.00	0.00	0.00
Polio Plus		0.00	0.00	182.55
Guildford Rotary Eye Project			0.00	0.00
Water Aid			0.00	0.00
<b>TOTAL PAYMENTS</b>	<b>3,868.49</b>	<b>1,214.76</b>	<b>5,083.25</b>	<b>26,825.81</b>
<b>DEFICIT (-) / SURPLUS FOR THE YEAR</b>	<b>£1,055.75</b>	<b>£1,030.00</b>	<b>£2,085.75</b>	<b>-£7,486.61</b>

# ROTARY CLUB OF NORWICH CHARITY SERVICE FUND

STATEMENT OF ASSETS AND LIABILITIES as at 30 June 2023

	Notes	<u>2022/23</u>	<u>2021/22</u>
		£	£
<b>Current Assets</b>			
<b>Cash at Bank</b>			
Current account		2,162.25	236.54
Deposit account		16,438.66	16,278.62
<b>TOTAL ASSETS</b>		<b>18,600.91</b>	<b>16,515.16</b>
<b>CHARITY FUNDS</b>			
Restricted Funds	1	7,701.19	6,671.19
Unrestricted Funds	2	10,899.72	9,843.97
<b>TOTAL FUNDS</b>		<b>18,600.91</b>	<b>16,515.16</b>

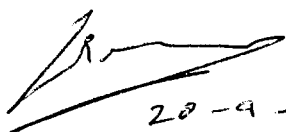
NOTES TO ACCOUNTS

**1 Restricted Funds**

	Balance Brought Fwd.	Receipts	Payments	Transfer to/from other Projects	Transfer from/ (to) Restricted	Balance Carried Fwd.
	£	£	£	£	£	£
<b>Community Services Committee</b>						
Meadows /local	429.25	0.00	0.00			429.25
Dementia project	0.00	0.00	0.00			0.00
Nancy Oldfield Trust	399.25	0.00	0.00			399.25
Schools (The Matthew project)	1,456.84	0.00	0.00			1,456.84
Foodbank	475.49	0.00	0.00			475.49
<b>Foundation &amp; International Committee</b>						
Twin Clubs Projects	80.00	0.00	0.00			80.00
Ukraine Project	0.00	0.00	0.00			0.00
Ghana, Ho school	3,563.89	1,859.25	(949.75)			4,473.39
Lend with Care	95.20	0.00	0.00			95.20
Rotary Peace Fellow	100.00	0.00	0.00			100.00
Sierra Leone	0.00	0.00	0.00			0.00
Moldova Relief	0.00	0.00	0.00			0.00
Sampson	57.57	0.00	0.00			57.57
<b>Special Projects</b>						
Rotary Foundation	10.00	265.01	(265.01)			10.00
ESRAG/Sainsbury's Centre for Creative Arts	0.00	0.00	0.00			0.00
Germany Flood Relief	0.00	0.00	0.00			0.00
Guildford Rotary Eye Project	85.60	0.00	0.00			85.60
Water Aid	85.60	0.00	0.00			85.60
St Michael's School	0.00	0.00	0.00			0.00
Computers for NDA	0.00	0.00	0.00			0.00
Centenary Loneliness Project	(167.50)	120.50	0.00			-47.00
Kids Out	0.00	0.00	0.00			0.00
Polio Plus	0.00	0.00	0.00			0.00
<b>Total Restricted Funds</b>	<b>6,671.19</b>	<b>2,244.76</b>	<b>(1,214.76)</b>	<b>0.00</b>	<b>0.00</b>	<b>7,701.19</b>

**2 Unrestricted Funds**

	Balance Brought Fwd.	Receipts	Payments	Net	Transfer from/ (to) Restricted	Balance Carried Fwd.
Designated Funds - Disaster Relief Fund	2,000.00	3,002.01	(3,002.01)		0.00	2,000.00
General Funds	7,843.97	1,922.23	(866.48)		0.00	8,899.72
<b>Total Unrestricted Funds</b>	<b>9,843.97</b>	<b>4,924.24</b>	<b>(3,868.49)</b>	<b>0.00</b>	<b>0.00</b>	<b>10,899.72</b>

  
 20-9-23  
 TREASURER

**THE ROTARY CLUB OF NORWICH CHARITY SERVICE FUND**

England & Wales - Charity number 1173871

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# Accounts

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**ROTARY CLUB OF NORWICH CHARITY SERVICE FUND**

Registered Charity No. 1173871

**ACCOUNTS**

for the year ended

**30th June 2022**

**THE ROTARY CLUB OF NORWICH CHARITY SERVICE FUND**  
(A registered charity)

**ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 30 JUNE 2022**

Trustees

Aliona Derrett (Chairman)  
Andrew Brown (Secretary)  
Colin Mansell (Treasurer)  
Mary Beardwood  
Trevor Mitchell (Resigned 28 September 2022)  
Miles Neville  
Colin Rymill  
Mark Templeman

Address

102 Christchurch Road  
Norwich  
NR2 3NG

Charity registered number

1173871

Independent Examiner

Nigel Wordingham

Bankers

Barclays Bank PLC  
3, St James Ct, Whitefriars, Norwich NR3 1RJ

CAF Bank Ltd.  
25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ

## **TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2022**

The Trustees of the Rotary Club of Norwich Charity Service Fund presents its Annual Report and Accounts for the year ended 30th June 2022. These comply with the current statutory requirements and the requirements of the Charity's governing document.

The Rotary Club of Norwich Charity Service Fund is a registered charity founded in January 2001 and first registered with the Charity Commission on the 14<sup>th</sup> March 2001. In July 2017 the Charity re-registered with the Charity Commission as a Charitable Incorporated Organisation. The charity's governing document is the Constitution.

The objective of the charity is the relief of the poor and needy or such other charitable purposes as the Club shall in duly constituted meeting from time to time direct. This work is undertaken both nationally and internationally. The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Trust's aims and objectives and in planning future activities and setting the grant making policy for the year.

Reserves Policy:-

- 1/ The Trustees recognise the need to hold reserves to enable the charity to absorb setbacks, take advantages of change and opportunity and to secure future viability.
- 2/ The policy is to maintain Free reserves (as defined by the Charity Commission) at a minimum of £3,500.
- 3/ At each Trustees Board meeting the Treasurer shall report the level of free reserves held and the latest projection of annual expenditure.

The key activities of the charity are undertaken through the work of three committees: Community Services, Foundation & International Services and Youth Opportunities.

For a part of this financial year our activities continued to be affected by the challenges caused by the pandemic, however at the end of June 2022 we have managed to run one of our annual fundraising events, namely the Buggy driving at the Norfolk Show.

However, and despite these ongoing challenges, the club members focused their efforts on raising funds for its Centenary Project – 'Cuppa Care', a listening, support, information, signposting and advice service, which is aimed at preventing and/or reducing loneliness and isolation experienced by members of the community.

Whilst initiated by our club this is a partnership based, multi-agency project, led by the Hear for Norfolk charity and delivered jointly with Vision Norfolk (NNAB), Age UK Norwich, Norfolk LGBT+ Project, Norfolk CAB, Norfolk and Waveney Mind, Age UK Norfolk and The Wellbeing Service of NSFT, focusing at reaching and supporting various groups of beneficiaries across Norfolk, who due to their age, disability, gender, physical and emotional/mental health conditions, and other factors such as deprivation, experience social isolation and loneliness.

The 'Cuppa Care' bus is equipped with a range of information and facilities for making refreshments, from which members of staff and volunteers will engage with the local

community, providing a listening ear, appropriate support, information and advice. Staff on-board are trained to also be able to identify specific needs of people who engage with this project by triaging their needs and making soft referrals to specialist charities/services involved in the project, thus further enhancing the support provided and ensuring that members of the community receive a holistic support.

We are very pleased to report that through a range of activities (e.g. a concert, corporate sponsorship, in memory giving) and very generous donations by club members and local businesses we have raised £13,988.75 towards this project. The lead partner, Hear for Norfolk, has utilised all their efforts and expertise and have directly raised a further £98,265.80 towards this project.

In spite of Covid our members remained steadfastly determined and highly innovative in securing additional funding for our Ghana Inclusive School Project. A great fundraising event, named 'Because we Can', was held in Eaton Park in Norwich, providing a range of activities for many children from Special Needs schools. In addition, and with thanks to many generous individual donors, we have raised £1,586.02 for this very important international project.

In addition to the above two major initiatives that have been supported by our club during this financial year, we have developed and raised funds for a project of a smaller scale, the Wildflower Meadow, an environmental project focused on the protection of wildflowers and the pollinators which would benefit from such an area. The longer-term plan is that the Norfolk Wildlife Trust, who is managing the site, will use the Wildflower Meadow area to bring school children for educational trips about plants and insects. Through a very successful 'Beetle Drive' fundraising event, supplemented with donation from members we have raised £509, which helped us fund the development stage of the Meadow.

We are very proud to report that our club had constructively responded to the very sad events happening across the world, and namely, we sent £1,347 to the Rotary Club of Chisinau, Moldova in support of Ukrainian refugees, £375 to Rotary Club of Koblenz-Ehrenbreitstein in support of disadvantaged children affected by the floods in the area, £820.62 to Rotary Foundation and £561.25 to Ukraine.

In November 2021 the club held its Young Chef Competition which took place at the City Academy, Norwich. Seven students from the City Academy, CNS and Old Buckenham High School took part. The standard of entries was very high, with competitors demonstrating excellent cooking skills and high levels of presentation.

## **TRUSTEES' RESPONSIBILITIES STATEMENT**

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law. The law applicable to charities in England/Wales requires the Trustees to prepare financial statements for each financial year on a receipts and payments basis

The Trustees are responsible for keeping proper accounting records that 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 for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on 17 October 2022

and signed on their behalf by:

A handwritten signature in black ink, appearing to read 'A Derrett', written in a cursive style.

Aliona Derrett  
Chairperson

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE ROTARY CLUB OF NORWICH CHARITY SERVICE FUND – Charity Number 1173871**

I report on the accounts of the above charity for the year ended 30 June 2022 which comprise the Receipts and Payments account and Statement of Assets and Liabilities, with the related notes. These are set out on pages 6 to 8.

**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"). The Trustees consider that an audit is not required for this year.

My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work or for this report.

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 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.

Signed: 

Dated: 18 October 2022

Nigel Wordingham  
40 Le Strange Close  
Norwich NR2 3PW

# ROTARY CLUB OF NORWICH CHARITY SERVICE FUND

RECEIPTS AND PAYMENTS ACCOUNTS FOR THE YEAR TO 30 JUNE 2022

RECEIPTS	<u>Unrestricted</u>	<u>Restricted</u>	<u>2021/22</u> £	<u>2020/21</u> £
<b>Charity Service General Fund</b>				
Members donations	516.50		<b>516.50</b>	670.00
Transfers	200.00		<b>200.00</b>	0.00
Fundraising activities	147.78		<b>147.78</b>	0.00
<b>Youth Opportunities Committee</b>				
Technology	0.00		<b>0.00</b>	0.00
RYLA	0.00		<b>0.00</b>	0.00
Youth Speaks	0.00		<b>0.00</b>	0.00
Young Chef	0.00		<b>0.00</b>	0.00
Young Photographer	30.00		<b>30.00</b>	0.00
Young Environmentalist	0.00		<b>0.00</b>	0.00
<b>Foundation &amp; International Committee</b>				
Twin Clubs' projects		0.00		
Youth Service Overseas and Awards		0.00	<b>0.00</b>	0.00
Ukraine Project		511.25	<b>511.25</b>	0.00
Disaster relief	288.75		<b>288.75</b>	0.00
Ghana, Ho school		1,586.02	<b>1,586.02</b>	1,568.64
Lend with Care		95.20	<b>95.20</b>	700.00
Rotary Scholars		0.00	<b>0.00</b>	0.00
Rotary Peace Fellows and Conference		0.00	<b>0.00</b>	0.00
Sierra Leone		0.00	<b>0.00</b>	0.00
Moldova Relief		156.25	<b>156.25</b>	0.00
Sampson		32.57	<b>32.57</b>	145.00
VTT Romania		0.00	<b>0.00</b>	0.00
<b>Community Services Committee</b>				
Meadows / local		509.00	<b>509.00</b>	0.00
Dementia project		21.30	<b>21.30</b>	0.00
Nancy Oldfield Trust		31.32	<b>31.32</b>	155.00
Schools Project		0.00	<b>0.00</b>	0.00
Foodbank		225.49	<b>225.49</b>	200.00
<b>Special Projects</b>				
Foundation		530.17	<b>530.17</b>	1,310.00
ESRAG & Sainsbury's Centre for Creative Arts		0.00	<b>0.00</b>	0.00
Germany Flood Relief		375.00	<b>375.00</b>	0.00
St Michael's School		0.00	<b>0.00</b>	0.00
Computers for NDA		0.00	<b>0.00</b>	0.00
Centenary Loneliness Project		13,988.75	<b>13,988.75</b>	500.00
Kids Out		0.00	<b>0.00</b>	400.00
Polio Plus		82.55	<b>82.55</b>	100.00
Guildford Rotary Eye Project			<b>0.00</b>	0.00
Water Aid			<b>0.00</b>	0.00
Interest received	11.30		<b>11.30</b>	2.03
<b>TOTAL INCOME</b>	<b>1,194.33</b>	<b>18,144.87</b>	<b>19,339.20</b>	<b>5,750.67</b>

**PAYMENTS**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>2021/22</u>	<u>2020/21</u>
<b>Charity Service General Fund</b>				
Fundraising activities	0.00		<b>0.00</b>	0.00
Transfers	200.00		<b>200.00</b>	0.00
Bank charges and other fees	187.63		<b>187.63</b>	110.50
<b>Youth Opportunities Committee</b>				
Technology	0.00		<b>0.00</b>	0.00
RYLA	0.00		<b>0.00</b>	0.00
Youth Speaks	0.00		<b>0.00</b>	0.00
Young Chef	74.26		<b>74.26</b>	0.00
Young Photographer	0.00		<b>0.00</b>	140.00
Young Environmentalist	0.00		<b>0.00</b>	0.00
<b>Foundation &amp; International Committee</b>				
Twin Clubs' Project			<b>0.00</b>	0.00
Youth Service Overseas and Awards	150.00		<b>150.00</b>	0.00
Ukraine Project		561.25	<b>561.25</b>	0.00
Disaster relief	590.00		<b>590.00</b>	0.00
Ghana, Ho school		5,136.21	<b>5,136.21</b>	0.00
Lend with Care		0.00	<b>0.00</b>	700.00
Rotary Scholars		0.00	<b>0.00</b>	0.00
Rotary Peace Fellows and Conference		0.00	<b>0.00</b>	0.00
Sierra Leone		0.00	<b>0.00</b>	0.00
Moldova Relief		1,347.02	<b>1,347.02</b>	0.00
Sampson		0.00	<b>0.00</b>	120.00
VTT Romania	0.00		<b>0.00</b>	0.00
<b>Community Services Committee</b>				
Meadows / local		200.00	<b>200.00</b>	175.00
Dementia project		0.00	<b>0.00</b>	0.00
Nancy Oldfield Trust		400.00	<b>400.00</b>	0.00
Schools Project		0.00	<b>0.00</b>	0.00
Foodbank		0.00	<b>0.00</b>	0.00
<b>Special Projects</b>				
Rotary Foundation/End Polio		820.62	<b>820.62</b>	1,010.00
ESRAG & Sainsbury's Centre for Creative Arts		0.00	<b>0.00</b>	0.00
Germany Flood Relief		375.00	<b>375.00</b>	0.00
St Michael's School		0.00	<b>0.00</b>	0.00
Computers for NDA		0.00	<b>0.00</b>	0.00
Centenary Loneliness Project		16,601.27	<b>16,601.27</b>	0.00
Kids Out		0.00	<b>0.00</b>	400.00
Polio Plus		182.55	<b>182.55</b>	0.00
Guildford Rotary Eye Project			<b>0.00</b>	0.00
Water Aid			<b>0.00</b>	0.00
	1,201.89	25,623.92	<b>26,825.81</b>	2,655.50
<b>DEFICIT (-)/SURPLUS FOR THE YEAR</b>	<b>-£7.56</b>	<b>-£7,479.05</b>	<b>-£7,486.61</b>	<b>£3,095.17</b>

# ROTARY CLUB OF NORWICH CHARITY SERVICE FUND

STATEMENT OF ASSETS AND LIABILITIES as at 30 June 2022

	Notes	<u>2021/22</u>	<u>2020/21</u>
		£	£
<b>Current Assets</b>			
Cash at Bank			
Current account		236.54	3,734.22
Deposit account		16,278.62	20,267.55
<b>TOTAL ASSETS</b>		<b>16,515.16</b>	<b>24,001.77</b>
<b>CHARITY FUNDS</b>			
Restricted Funds	1	6,671.19	14,150.24
Unrestricted Funds	2	9,843.97	9,851.53
<b>TOTAL FUNDS</b>		<b>16,515.16</b>	<b>24,001.77</b>

NOTES TO ACCOUNTS

1 Restricted Funds

	Balance			Transfer to/from	Transfer from/	Balance
	Brought Fwd.	Receipts	Payments	other Projects	(to) Restricted	Carried Fwd.
	£	£	£	£	£	£
<b>Community Services Committee</b>						
Meadows / local	120.25	509.00	(200.00)			429.25
Dementia project	482.95	21.30	0.00	(504.25)		0.00
Nancy Oldfield Trust	767.93	31.32	(400.00)			399.25
Schools (The Matthew project)	1,456.84	0.00	0.00			1,456.84
Foodbank	250.00	225.49	0.00			475.49
<b>Foundation &amp; International Committee</b>						
Twin Clubs Projects	80.00	0.00	0.00			80.00
Ukraine Project	50.00	511.25	(561.25)			0.00
Ghana, Ho school	5,923.31	1,586.02	(5,136.21)	1,190.77		3,563.89
Lend with Care	0.00	95.20	0.00			95.20
Rotary Peace Fellow	100.00	0.00	0.00			100.00
Sierra Leone	3,572.31	0.00	0.00	(3,572.31)		0.00
Moldova Relief	0.00	156.25	(1,347.02)	1,190.77		0.00
Sampson	25.00	32.57	0.00			57.57
<b>Special Projects</b>						
Rotary Foundation	300.45	530.17	(820.62)			10.00
ESRAG/Sainsbury's Centre for Creative Arts	0.00	0.00	0.00			0.00
Germany Flood Relief	0.00	375.00	(375.00)			0.00
Guikford Rotary Eye Project	85.60	0.00	0.00			85.60
Water Aid	85.60	0.00	0.00			85.60
St Michael's School	0.00	0.00	0.00			0.00
Computers for NDA	0.00	0.00	0.00			0.00
Centenary Loneliness Project	750.00	13,988.75	(16,601.27)	1,695.02		-167.50
Kids Out	0.00	0.00	0.00			0.00
Polio Plus	100.00	82.55	(182.55)			0.00
<b>Total Restricted Funds</b>	<b>14,150.24</b>	<b>18,144.87</b>	<b>(25,623.92)</b>	<b>0.00</b>	<b>0.00</b>	<b>6,671.19</b>

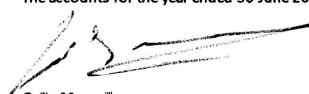
2 Unrestricted Funds

	Balance				Transfer from/	Balance
	Brought Fwd.	Receipts	Payments	Net	(to) Restricted	Carried Fwd.
	£	£	£	£	£	£
Designated Funds - Disaster Relief Fund	2,000.00	288.75	(590.00)	301.25	0.00	2,000.00
General Funds	7,851.53	905.58	(611.89)	(301.25)	0.00	7,843.97
<b>Total Unrestricted Funds</b>	<b>9,851.53</b>	<b>1,194.33</b>	<b>(1,201.89)</b>	<b>0.00</b>	<b>0.00</b>	<b>9,843.97</b>

3 **Gift Aid** - the amount accrued but not included in the accounts at the year end is £14.38

4 **Centenary Loneliness Project** - This is on-going and the small deficit shown on the Restricted Fund will be cleared during 2022-23

The accounts for the year ended 30 June 2022 are prepared on a receipts and payments basis.



Collin Mansell  
Hon. Treasurer

Date: 18 October 2022

**THE ROTARY CLUB OF NORWICH CHARITY SERVICE FUND**

England & Wales - Charity number 1173871

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# Accounts

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**ROTARY CLUB OF NORWICH CHARITY SERVICE FUND**

Registered Charity No. 1173871

**ACCOUNTS**

for the year ended

**30th June 2021**

**THE ROTARY CLUB OF NORWICH CHARITY SERVICE FUND**  
(A registered charity)

**ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 30 JUNE 2021**

Trustees

Mark Templeman (Chairman)  
Andrew Brown (Secretary)  
Colin Mansell (Treasurer)  
Mary Beardwood  
Aliona Derrett  
Claudette Logue  
Trevor Mitchell  
Miles Neville  
Colin Rymill  
Tom Traynor

Address

102 Christchurch Road  
Norwich  
NR2 3NG

Charity registered number

1173871

Independent Examiner

Nigel Wordingham

Bankers

Barclays Bank PLC  
3, St James Ct, Whitefriars, Norwich NR3 1RJ

CAF Bank Ltd.  
25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ

## **TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2020**

The Trustees of the Rotary Club of Norwich Charity Service Fund presents its Annual Report and Accounts for the year ended 30th June 2021. These comply with the current statutory requirements and the requirements of the Charity's governing document.

The Rotary Club of Norwich Charity Service Fund is a registered charity founded in January 2001 and first registered with the Charity Commission on the 14<sup>th</sup> March 2001. In July 2017 the Charity re-registered with the Charity Commission as a Charitable Incorporated Organisation. The charity's governing document is the Constitution.

The objective of the charity is the relief of the poor and needy or such other charitable purposes as the Club shall in duly constituted meeting from time to time direct. This work is undertaken both nationally and internationally. The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Trust's aims and objectives and in planning future activities and setting the grant making policy for the year.

### **Reserves Policy:-**

- 1/ The Trustees recognise the need to hold reserves to enable the charity to absorb setbacks, take advantages of change and opportunity and to secure future viability.
- 2/ The policy is to maintain Free reserves (as defined by the Charity Commission) at a minimum of £3,500.
- 3/ At each Trustees Board meeting the Treasurer shall report the level of free reserves held and the latest projection of annual expenditure.

The key activities of the charity are undertaken through the work of three committees: Community Services, Foundation & International Services and Youth Opportunities.

During the year, the ongoing Covid Pandemic meant that many of our annual fundraising events were cancelled during the year, including the Buggy driving at the Norfolk Show, and the Craft Fair held in Chapelfield Gardens

Despite the fact that we were unable to hold external fund raising events, in September 2020 we donated £125 towards the Sue Lambert Trust, in conjunction with the other Norwich Rotary Clubs and £135 towards Rotary's' Purple4Polio charity. We also sent £400 towards the 'Kids Out' Christmas Toy box appeal in October 2020. In February 2021 we contributed £875 to Rotary Foundation. Rotary's 'Lend with Care' scheme, where loans are made to fund start ups of small businesses throughout the world, is something that the Norwich Club support. We were therefore pleased to be able to raise and donate £450 in March 2021 towards this scheme. Finally, £120 was sent to the Kekeli Foundation in Ho, Ghana in April 2021

We did manage to hold some 'internal' club fund raising events. The club held an online Christmas Party in December, featuring a pantomime, quiz, musical interludes and a Christmas Hat competition. This raised over £400, which was used to fund the Kids Out toy-box appeal. In March 2021 we held a Virtual Race Night which raised £300 for McMillan Cancer Care Support

The club continues to support the all-inclusive school in Ho, Ghana and organised a live Zoom call to enable members to see the work being carried out and to hear from some of the teachers working there. For this live link, we were also joined by children of the 8<sup>th</sup> Norwich Scout Group who had raised over £1,000 by undertaking rowing, hiking, running and cycling to raise money for Atsu Wonder, a boy who has Cerebral Palsy, and also suffers from malnutrition,

### **Youth Programmes**

The only competition held this year was the Young Photographer Competition held in conjunction with the Norwich University of the Arts.

## **TRUSTEES' RESPONSIBILITIES STATEMENT**

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law. The law applicable to charities in England/Wales requires the Trustees to prepare financial statements for each financial year on a receipts and payments basis

The Trustees are responsible for keeping proper accounting records that 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 for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on 4 November 2021 and signed on their behalf by:



Mark Templeman  
Chairman

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE ROTARY CLUB OF NORWICH CHARITY SERVICE FUND – Charity Number 1173871**

I report on the accounts of the above charity for the year ended 30 June 2020 which comprise the Receipts and Payments account and Statement of Assets and Liabilities, with the related notes. These are set out on pages 5 to 7.

**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"). The Trustees consider that an audit is not required for this year.

My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work or for this report.

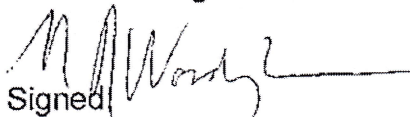
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention 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.

Signed 

Dated: 4/11/2021

Nigel Wordingham  
40 Le Strange Close  
Norwich NR2 3PW

# ROTARY CLUB OF NORWICH CHARITY SERVICE FUND

RECEIPTS AND PAYMENTS ACCOUNTS FOR THE YEAR TO 30 JUNE 2021

RECEIPTS	Note	Unrestricted	Restricted	2020/21 £	2019/20 £
<b>Charity Service General Fund</b>					
Members donations		670.00		670.00	973.75
Fundraising activities		0.00		0.00	411.00
<b>Youth Opportunities Committee</b>					
Technology		0.00		0.00	0.00
RYLA		0.00		0.00	0.00
Youth Speaks		0.00		0.00	0.00
Young Chef		0.00		0.00	0.00
Young Photographer		0.00		0.00	0.00
Young Environmentalist		0.00		0.00	0.00
<b>Foundation &amp; International Committee</b>					
Twin Clubs' projects			0.00		
Youth Service Overseas and Awards			0.00	0.00	0.00
Ukraine Project			0.00	0.00	50.00
Disaster relief	2	0.00		0.00	42.50
Ghana, Ho school	1		1,568.64	1,568.64	1,400.00
Lend with Care			700.00	700.00	0.00
Rotary Scholars			0.00	0.00	0.00
Rotary Peace Fellows and Conference			0.00	0.00	0.00
Sierra Leone	1		0.00	0.00	130.00
The Hilary King Scholarship			0.00	0.00	0.00
Sampson			145.00	145.00	0.00
VTT Romania			0.00	0.00	0.00
<b>Community Services Committee</b>					
Local charities			0.00	0.00	142.25
Dementia project			0.00	0.00	432.50
Nancy Oldfield Trust	1		155.00	155.00	293.26
Schools Project			0.00	0.00	0.00
Foodbank			200.00	200.00	850.00
<b>Special Projects</b>					
Foundation End Polio	1		1,310.00	1,310.00	15.20
ESRAG & Sainsbury's Centre for Cre:	1		0.00	0.00	0.00
St Michael's School			0.00	0.00	100.20
Computers for NDA			0.00	0.00	981.00
Centenary Loneliness Project			500.00	500.00	0.00
Kids Out			400.00	400.00	0.00
Polio Plus			100.00	100.00	0.00
Guildford Rotary Eye Project				0.00	0.00
Water Aid				0.00	0.00
Colin Thackery Concert / Boudicca Appeal					9,336.40
<b>Interest received</b>		2.03		2.03	30.45
<b>TOTAL INCOME</b>		672.03	5,078.64	5,750.67	15,188.51

# ROTARY CLUB OF NORWICH CHARITY SERVICE FUND

RECEIPTS AND PAYMENTS ACCOUNTS FOR THE YEAR TO 30 JUNE 2021 continued

## PAYMENTS

	<u>Note</u>	<u>Unrestricted</u>	<u>Restricted</u>	<u>2020/21</u>	<u>2019/20</u>
<b>Charity Service General Fund</b>					
Fundraising activities		0.00		0.00	0.00
Bank charges		110.50		110.50	60.00
<b>Youth Opportunities Committee</b>					
Technology	1	0.00		0.00	0.00
RYLA		0.00		0.00	0.00
Youth Speaks		0.00		0.00	0.00
Young Chef		0.00		0.00	180.78
Young Photographer		140.00		140.00	70.00
Young Environmentalist		0.00		0.00	0.00
<b>Foundation &amp; International Committee</b>					
Twin Clubs' Project	1			0.00	0.00
Youth Service Overseas and Awards		0.00		0.00	550.00
Ukraine Project	1		0.00	0.00	300.00
Disaster relief	2	0.00		0.00	505.00
Ghana, Ho school			0.00	0.00	3,985.00
Lend with Care			700.00	700.00	0.00
Rotary Scholars			0.00	0.00	0.00
Rotary Peace Fellows and Conference			0.00	0.00	0.00
Sierra Leone	1		0.00	0.00	0.00
The Hilary King Scholarship	1		0.00	0.00	0.00
Sampson	1		120.00	120.00	
VTT Romania		0.00		0.00	500.00
<b>Community Services Committee</b>					
Local/Other charities	1		175.00	175.00	450.00
Dementia project	1		0.00	0.00	407.00
Nancy Oldfield Trust	1		0.00	0.00	579.00
Schools Project			0.00	0.00	34.50
Foodbank			0.00	0.00	800.00
<b>Special Projects</b>					
Rotary Foundation/End Polio	1		1,010.00	1,010.00	1,000.00
ESRAG & Sainsbury's Centre for Creative Arts			0.00	0.00	7,029.82
St Michael's School			0.00	0.00	100.20
Computers for NDA			0.00	0.00	1,396.00
Centenary Loneliness Project			0.00	0.00	
Kids Outs			400.00	400.00	
Murder Mystery			0.00	0.00	0.00
Guildford Rotary Eye Project				0.00	
Age UK				0.00	200.00
Colin Thackery Concert / Boudicca Appeal					9,336.40
<b>Total payments</b>		250.50	2,405.00	<b>2,655.50</b>	27,483.70
<b>SURPLUS/DEFICIT (-) FOR THE YEAR</b>		<b>£421.53</b>	<b>£2,673.64</b>	<b>£3,095.17</b>	<b>-£12,295.19</b>

# ROTARY CLUB OF NORWICH CHARITY SERVICE FUND

## STATEMENT OF ASSETS AND LIABILITIES AS AT 30 JUNE 2021

	Notes	2020/21 £	2019/20 £
<b>Current Assets</b>			
Cash at Bank			
Current account		3,734.22	641.08
Deposit account		20,267.55	20,265.52
<b>TOTAL ASSETS</b>	<b>24,001.77</b>	<b>24,001.77</b>	<b>20,906.60</b>
<b>CHARITY FUNDS</b>			
Restricted Funds	1	14,150.24	11,476.60
Unrestricted Funds	2	9,851.53	9,430.00
<b>TOTAL FUNDS</b>	<b>24,001.77</b>	<b>24,001.77</b>	<b>20,906.60</b>

### NOTES TO ACCOUNTS

#### 1 Restricted Funds

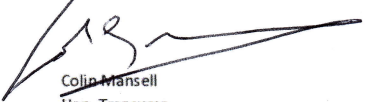
	Balance Bought Fwd. £	Receipts £	Payments £	Transfer to/from other Projects £	Transfer from/ (to) Restricted £	Balance Carried Fwd. £
<b>Community Services Committee</b>						
Local/Other charities	295.25	0.00	(175.00)			120.25
Dementia project	732.95	0.00	0.00	(250.00)		482.95
Nancy Oldfield Trust	612.93	155.00	0.00			767.93
Schools (The Matthew project)	1,456.84	0.00	0.00			1,456.84
Foodbank	50.00	200.00	0.00			250.00
<b>Foundation &amp; International Committee</b>						
Twin Clubs Projects	80.00	0.00	0.00			80.00
Ukraine Project	50.00	0.00	0.00			50.00
Disaster relief	0.00	0.00	0.00			0.00
Ghana, Ho school	4,354.67	1,568.64	0.00			5,923.31
Lend with Care	0.00	700.00	(700.00)			0.00
Rotary Peace Fellow	100.00	0.00	0.00			100.00
Sierra Leone	3,572.31	0.00	0.00			3,572.31
Sampson	0.00	145.00	(120.00)			25.00
<b>Special Projects</b>						
Rotary Foundation	0.45	1,310.00	(1,010.00)			300.45
ESRAG/Sainsbury's Centre for Creative /	0.00	0.00	0.00			0.00
Guildford Rotary Eye Project	85.60	0.00	0.00			85.60
Water Aid	85.60	0.00	0.00			85.60
St Michael's School	0.00	0.00	0.00			0.00
Computers for NDA	0.00	0.00	0.00			0.00
Centenary Loneliness Project	0.00	500.00	0.00	250.00		750.00
Kids Out	0.00	400.00	(400.00)			0.00
Polio Plus	0.00	100.00	0.00			100.00
<b>Total Restricted Funds</b>	<b>11,476.60</b>	<b>5,078.64</b>	<b>(2,405.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>14,150.24</b>

#### 2 Unrestricted Funds

	Balance Bought Fwd.	Receipts	Payments	Net	Transfer from/ (to) Restricted	Balance Carried Fwd.
Designated Funds - Disaster Relief Fund	2,000.00	0.00	0.00	0.00	0.00	2,000.00
General Funds	7,430.00	672.03	(250.50)	0.00	0.00	7,851.53
<b>Total Unrestricted Funds</b>	<b>9,430.00</b>	<b>672.03</b>	<b>(250.50)</b>	<b>0.00</b>	<b>0.00</b>	<b>9,851.53</b>

3 Gift Aid - the amount accrued but not included in the accounts at the year end is £757.50

The accounts for the year ended 30 June 2021 are prepared on a receipts and payments basis.

  
Colin Mansell  
Hon. Treasurer

Date: 4-11-2021