



Trustees' Annual Report for the period

| | | | | | | | |
|------|-------------------|------|------|----|-----------------|------|------|
| From | Period start date | | | To | Period end date | | |
| | 1st | July | 2022 | | 30th | June | 2023 |

Section A Reference and administration details

Charity name

Otley Lions Club CIO

Other names charity is known by

Otley Lions Club

Registered charity number (if any)

1178597

Charity's principal address

Otley Lions Bookshop

5 Mercury Row

Otley

Postcode

LS21 3HE

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 | Stephen Bellerby | Club President | | Otley Lions Club CIO |
| 2 | Alan Kirkham | Club Secretary | | Otley Lions Club CIO |
| 3 | Gerald Crowther | Club Treasurer | | Otley Lions Club CIO |
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| 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 |
|-----------------|------|---------|
| None | | |
| | | |
| | | |
| | | |

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

| |
|--|
| |
|--|

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) | Trustee |
| Trustee selection methods (eg. appointed by, elected by) | Elected by the members of Otley Lions Club |

Additional governance issues (Optional information)

| | |
|---|---|
| <p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none">• 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. | <p>Otley Lions Club CIO operates independently under the advice and guidance of Lions Club International (LCI). More information on LCI is available at https://lionsclubs.org/en</p> <p>The club is governed by its constitution which is available at the link below: https://www.otleylions.com/club-constitution</p> |
|---|---|

Section C Objectives and activities

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

The clubs objectives and activities are:
The advancement of citizenship by;

- promoting the principles of good citizenship
- encouraging members to take an active interest in the civic, cultural, social and moral welfare of the community
- providing a forum for the open discussion of all matters of public interest; provided that partisan politics and sectarian religion shall not be debated by members
- encouraging service-minded people to serve their community without personal reward and encouraging the promotion of high ethical standards in commerce, industry, professions, public

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)

| |
|--|
| <p>works and private endeavours</p> <ul style="list-style-type: none"> – supporting youth to develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals <p>Promoting the Voluntary Sector for the public benefit by associating with local authorities in a common effort to advance education and provide facilities in the interest of social welfare for recreation and other leisure time occupation to improve the conditions of life of people in local, national and international communities</p> |
| <p>Promoting volunteering</p> <p>The relief of poverty and the relief of those in need in particular by providing humanitarian aid and disaster relief</p> <p>The advancement of health or the saving of lives by preventing avoidable blindness, assisting disabled people to lead independent lives or helping to prevent or manage health issues</p> <p>Promoting for the benefit of the public the conservation, protection and improvement of the physical and natural environment</p> <p>Promoting community participation in healthy recreation</p> <p>Throughout the year, the Trustees have paid regard to the Charity Commission's guidance on public benefit in dealing with the objectives and activities of the club.</p> <p>The club relies on the surpluses made on fundraising events and on occasional donations from members of the public to provide the funds with which to carry out its objectives. All administrative expenses of the club are met from subscriptions paid by its members. There has been no change in these policies during the year. The work of the CIO is carried out entirely by volunteers. From time to time, as appropriate, the Club will work closely with other local and national agencies, with other Lions Clubs, and with Lions Clubs International to achieve its objectives.</p> <p>During the year ending 30 June 2023, Otley Lions Club completed a variety of activities within the Otley district involving diverse groups such as disadvantaged families, disabled persons, the local Food Bank, elderly people and the encouragement of young persons.</p> |

Additional details of objectives and activities (Optional information)

The club's grant making policy is available on page three at the link below:

<https://www.otleylions.com/grant-applications>

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

Financial support has been provided to assist with the set up of a girl's junior rugby team, purchase an oven and bedding for a local family, support Lions Club International's appeals following the Pakistan flooding and Turkey/Syria earthquake, buy food for the Food Bank, give financial support to a local autistic group, hospice and animal charity.

Fundraising activities:

- operation of the Otley Lions bookshop on Tuesday to Saturdays
- collections outside Waitrose in Otley on 23rd and 24th December

Section E

Financial review

Brief statement of the charity's policy on reserves

The Club does not have a policy on the minimum or maximum level of reserves maintained but generally aims to retain sufficient funds to be able to respond with an immediate contribution to appropriate local or international needs that are in accordance with the Club's constitution and grant making policy.

Details of any funds materially in deficit

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 Club has five principal sources for raising funds:

- The second hand bookshop on Mercury Row, Otley
- Stalls at such local events as Otley Carnival, Otley Show, Otley Victorian Fair and the Christmas Lights switch on.
- Christmas activities including collections at Waitrose and providing Santa to local schools and childrens' groups as requested
- Membership subscriptions
- Public donations

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)

| | |
|-------------------------------------|--------------|
| | |
| Stephen Bellerby Gerald Crowther | Alan Kirkham |



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Otley Lions Club CIO

No (if any)
1178597

Receipts and payments accounts

CC16a

For the period
from

07/01/22

To

06/30/23

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last year to the nearest £ |
|---|--|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| A1 Receipts | | | | | |
| Fundraising activities | 16,339 | - | - | 16,339 | 19,322 |
| Donations | 2,373 | - | - | 2,373 | 2,372 |
| Members subscriptions | 654 | - | - | 654 | 859 |
| Club raffles and fines | 76 | - | - | 76 | 45 |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total (Gross income for AR) | 19,442 | - | - | 19,442 | 22,598 |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 19,442 | - | - | 19,442 | 22,598 |
| A3 Payments | | | | | |
| Grants | 14,197 | - | - | 14,197 | 16,994 |
| Admin costs | 3,402 | - | - | 3,402 | 6,381 |
| Fundraising costs | - | - | - | - | 206 |
| Cash payments | - | - | - | - | 43 |
| Club events | - | - | - | - | 35 |
| Rent | 4,800 | - | - | 4,800 | 4,800 |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | 22,399 | - | - | 22,399 | 28,459 |
| A4 Asset and investment purchases, (see table) | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total payments | 22,399 | - | - | 22,399 | 28,459 |
| Net of receipts/(payments) | -2,957 | - | - | -2,957 | -5,861 |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | - | - | - | - | - |
| Cash funds this year end | -2,957 | - | - | -2,957 | -5,861 |

Section B Statement of assets and liabilities at the end of the period

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---|--|------------------------------------|----------------------------------|---------------------------------|
| B1 Cash funds | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | Total cash funds | - | - | - |
| | (agree balances with receipts and payments account(s)) | Agreement Error | OK | OK |
| B2 Other monetary assets | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| B3 Investment assets | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B4 Assets retained for the charity's own use | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B5 Liabilities | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |
| Signed by one or two trustees on behalf of all the trustees | Signature | Print Name | Date of approval | |
| | | | | |