

**Sevenoaks Lions Club (CIO)**

**Report and Financial Statements**

**Year ended 30<sup>th</sup> June 2023**

**Charity no: 1178738**

## **Sevenoaks Lions Club (CIO)**

**Year ended 30<sup>th</sup> June 2023**

### **Trustees**

Alan Cattermole Chair of Trustees

Roger Hope, Treasurer

Barry Wheeler, Secretary

Liz Brown

Brian Alger (appointed 1<sup>st</sup> July 2023)

Roy Sharrad (resigned 1<sup>st</sup> July 2023)

Alan Walter (resigned 1<sup>st</sup> July 2023)

### **Principal Office**

19 Sherenden Park, Golden Green, Tonbridge TN11 0LQ

**Charity Number 1178738**

### **Bankers**

NatWest 67 High Street, Sevenoaks, TN13 1LA

### **Report of the Trustees for the year ended 30<sup>th</sup> June 2023**

The trustees present their annual report and financial statements for Sevenoaks Lions Club (CIO) for the year ended 30<sup>th</sup> June 2023. The financial statements have been prepared on a receipts and payments basis (in accordance with s133 Charities Act 2011) and comply with the Charity's Constitution and the Charities Act 2011.

### **Structure and Governance**

Sevenoaks Lions Club (CIO) was incorporated on 12<sup>th</sup> June 2018. The initial Trustees appointed were Brian Alger, Alan Cattermole, Liz Brown, Alan Walter, Jon Austin and Oliver Reeve. With effect from 1<sup>st</sup> July 2018 the CIO acquired the assets and obligations of the Sevenoaks Lions Club Charitable Trust (registered number 291836) and those of the Sevenoaks Lions Club (an unincorporated organisation).

## **Sevenoaks Lions Club (CIO)**

**Year ended 30<sup>th</sup> June 2023**

The constitution of the Sevenoaks Lions Club (CIO) requires the appointment of a minimum of 3 Trustees (with a maximum of 12). Under the CIO by-laws adopted by the members those elected to the Offices of President, Secretary, Treasurer, 1<sup>st</sup> Vice President, Chairman of Welfare and Chairman of Fund Raising are de facto Trustees and act for a term of 1 year.

Trustees meet monthly to consider and approve recommendations made by the members.

### **Objectives and activities for the public benefit**

Our constitution provides that our objectives are exclusively charitable in England and Wales, including in particular:

the Advancement of citizenship by

- Promoting the principles of good citizenship;
- Encouraging members of the CIO 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 works and private endeavours;
- Supporting youth to develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals;

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 interests of social welfare for recreation or other leisure time occupation to improve the conditions of life of people in local, national and international communities;

promoting volunteering;

the relief of poverty and the relief of those in need in particular by providing humanitarian aid and disaster relief;

the advancement of health or the saving of lives by preventing avoidable blindness, assisting disabled people to lead independent lives or helping prevent or manage health issues;

promoting for the benefit of the public the conservation, protection and improvement of the physical and natural environment; and/or

promoting community participation in healthy recreation.

## **Sevenoaks Lions Club (CIO)**

**Year ended 30<sup>th</sup> June 2023**

During the year ended 30<sup>th</sup> June 2023 we have continued to help those in need where we can.

### **Children and Young People**

During the year we have funded the Kenward Trust visits to local schools to provide drug awareness advice. We provided book tokens to children from deprived families and respite activities for young carers. We also provided funding to other local organisations supporting children and young people, Sevenoaks Area Youth Trust, Spotlight, Baby Umbrella and the Ross Brotherhood Youth Centre.

### **The Elderly**

The impact of the Coronavirus epidemic significantly curtailed much of the help we have traditionally supplied to the Elderly – for example local trips, Old Time Music Hall Concert and a holiday trip for a local couple. However, we did provide support to the Kemsing lunch club and arranged a respite holiday for a couple.

### **People with Disabilities**

Mental Health has become an increasing issue during the pandemic and we have been able to support local organisations including West Kent Autism Sailability at Chipstead lakes and to continue our support for the D'Vine Singers.

### **Other Charities and Voluntary Bodies**

We have continued to support local organisation Friends for Families who do wonderful work with local families in need. We have also supported the local Hygiene Bank, Edenbridge Citizens Advice Bureau, Porchlight, DAVSS and the newly opened Sevenoaks Branch of the Samaritans.

### **General Public**

We were able to help many families directly referred to us by Social Services, whether it is from providing carpeting, furniture or white goods. We also provided food vouchers for 150 families at Christmas. We have also provided funding to a number of International disasters through our umbrella organisation Lions International.

## **Sevenoaks Lions Club (CIO)**

**Year ended 30<sup>th</sup> June 2023**

### **Grant making policy**

Under the terms of the Clubs' Constitution, Trustees apply funds at their discretion following recommendation by the members, making grants where they believe that their contribution will make a real difference. We can only make grants in furtherance of our charitable objectives.

#### **1. Priorities for Support**

The number of applications that can be supported is, of necessity, limited to the amount of funds available for distribution in any one year. The Trustees have determined that the priorities for funding will be:

- subject to other elements of the Trustees grant-making policy, no restrictions are imposed on the purpose for which a grant may be made; consequently, applications for support towards capital projects, other projects or core costs are considered;
- as there are numerous Lions Clubs in the UK, applications from Sevenoaks District Area and surrounding districts are generally given a priority, with those in the county of Kent also being considered. Trustees also consider international funding requests referred to them and by the Lions International organisation;
- candidates for support and/or grants are all considered on their own merits, following investigation by the Welfare Committee. However, given that most of the available funds are raised within the local community, those candidates that are local are given special consideration. Using the former as a guiding principle the following are examples of areas adopted for support:
  - Local charities - youth groups, groups working with the elderly, residential and nursing homes, individual appeals;
  - Youth and children's organisations - sport related groups or individuals, scouting and guiding, youth club activities, young people undertaking overseas assignments;
  - Community facilities - relief of hardship for individuals and families, village hall projects, community group initiatives.

## **Sevenoaks Lions Club (CIO)**

**Year ended 30<sup>th</sup> June 2023**

The above priorities in this policy will be reviewed every year (or more often if deemed appropriate by the Trustees), and may be changed in accordance with the Trustees' view of the most effective application of available funds at any point in time.

### **2. Principles**

In awarding grants the Trustees will apply the following principles:

- Trustees will not normally support applications from large national charities (unless it is from and for the local branch use) or charities dedicated to issues deemed by the Trustees to be already well funded;
- Trustees will work with other organisations to fund initiatives beyond the financial scope of a single organisation;
- all applications from previous recipients of grants or from previously unsuccessful applicants will be considered by Trustees on their own merits. Although Trustees will have regard to the outcome of the previous grant, any new application will not receive preferential or adverse consideration.

### **3. Exclusions**

The Trustees will not normally approve the use of funds for:

- medical research projects of international, national or locally based charities;
- purposes for which government has a statutory responsibility to provide.

### **Risk and Reserves Policy**

As the CIO does not own any property nor does it employ any staff its exposure to risk is relatively low. The Trustees are covered to the level of £5million by the Trustees Indemnity element of the Lions Multiple District Insurance Policy. The CIO has a risk management policy in place and in particular a risk assessment is undertaken for every fund-raising event.

## Sevenoaks Lions Club (CIO)

Year ended 30<sup>th</sup> June 2023

The CIO seeks to dispense grants and donations each year based on available funds. However, as the income of the CIO is primarily from a number of fund-raising events some of which require significant upfront expenditure the Trustees maintain sufficient Reserves to meet these costs and to ensure that the flow of grants to organisations can be met in the short term.

### Financial review

The main source of income for the CIO is from the various fund-raising activities it puts on during the year. A surplus of £37,320 (note 2) was generated from our fund raising events which when added to donations received of £6,835 gave us a total income of £44,155 to spend on our charitable activities.

During the year Grants totalling £34,050 (note 1) were made and commitments for a further £8,677 made by the Trustees.

Governance costs are kept to a minimum and Members make donations to mitigate the necessary costs. No member or Trustee of the CIO receives any remuneration.



Barry Wheeler

Trustee



Alan Cattermole

Trustee



Roger Hope

Trustee

# Sevenoaks Lions Club (CIO)

## Receipts and Payments Account

Year ended 30<sup>th</sup> June 2023

|   | Notes | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Volunteer<br>Social Fund<br>£ | Total<br>2022<br>£ | Total<br>2021 |
|---|-------|----------------------------|--------------------------|-------------------------------|--------------------|---------------|
| <b>RECEIPTS</b>                                 |       |                            |                          |                               |                    |               |
| Grants and Donations                            | 2     | 4,574                      |                          |                               | 4,574              | 2,960         |
| Donations Members                               | 2     | 2,261                      |                          |                               | 2,261              | 2,178         |
| Fundraising Events                              | 2     | <u>81,231</u>              |                          |                               | <u>81,231</u>      | <u>72,468</u> |
|   |       | 88,066                     |                          |                               | 88,066             | 77,606        |
| Members Contributions                           |       |                            |                          | 7,735                         | 7,735              | 7,421         |
| Total Receipts                                  |       | <u>88,066</u>              | -                        | <u>7,735</u>                  | <u>95,801</u>      | <u>85,027</u> |
| <b>PAYMENTS</b>                                 |       |                            |                          |                               |                    |               |
| <b>Cost of Generating Funds</b>                 |       |                            |                          |                               |                    |               |
| Fundraising Events                              | 2     | 43,911                     |                          |                               | 43,911             | 45,742        |
| <b>Charitable activities</b>                    |       |                            |                          |                               |                    |               |
| Donations and Grants                            | 1     | 34,050                     |                          |                               | 34,050             | 26,089        |
| <b>Volunteers activities</b>                    |       |                            |                          |                               |                    |               |
|   |       |                            |                          | 7,418                         | 7,418              | 6,885         |
| <b>Governance costs</b>                         |       |                            |                          |                               |                    |               |
|   |       | 2,733                      |                          |                               | 2,733              | 2,588         |
| <b>Asset purchases</b>                          |       |                            |                          |                               |                    |               |
|   | 2     | <u>721</u>                 |                          |                               | <u>721</u>         | -             |
| Total Payments                                  |       | <u>81,415</u>              | -                        | <u>7,418</u>                  | <u>88,833</u>      | <u>81,304</u> |
| <b>Net Receipts/(Payments)</b>                  |       | 6,651                      |                          | 317                           | 6,968              | 3,723         |
| <b>Fund balances at 1 July 22</b>               |       | <u>43,239</u>              |                          | <u>1,472</u>                  | <u>44,711</u>      | <u>40,988</u> |
| <b>Fund balances at 30<sup>th</sup> June 23</b> |       | <u>49,890</u>              | -                        | <u>1,789</u>                  | <u>51,679</u>      | <u>44,711</u> |

# Sevenoaks Lions Club (CIO)

## Statement of Assets and Liabilities

Year ended 30<sup>th</sup> June 2023

|                              | Notes | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Members<br>Social Fund<br>£ | Total<br>2022<br>£ |
|------------------------------|-------|----------------------------|--------------------------|-----------------------------|--------------------|
| <b>Cash Funds</b>            |       |                            |                          |                             |                    |
| NatWest Bank and Cash        |       | 49,890                     | -                        | 1,907                       | 51,797             |
| <b>Other Monetary Assets</b> |       |                            |                          |                             |                    |
| Owed by Members              |       |                            | -                        | (119)                       | (119)              |

| Assets Retained for Charity's Own Use | Fund         | Original<br>Cost<br>£ | Current<br>Value<br>£ |
|---------------------------------------|--------------|-----------------------|-----------------------|
| Vehicle                               | Unrestricted | 7,800                 | 3,000                 |
| Fund Raising Equipment                | Unrestricted | 12,000                | 1,000                 |
| Computer                              | Unrestricted | 450                   | 50                    |

## Sevenoaks Lions Club (CIO)

Year ended 30<sup>th</sup> June 2023

### Note 1 - Charity Expenditure

#### Children and Young People

|   |       |
|---|-------|
| Imago Young Carers                                | 276   |
| Kenward Trust School Visits                       | 1,200 |
| Book Vouchers for Children from deprived families | 2,250 |
| Sevenoaks Area Youth Trust                        | 1,000 |
| Spotlight – Children's Trust                      | 500   |
| Baby Umbrella                                     | 1,000 |
| Ross Brotherhood Youth Centre                     | 1,950 |

#### The Elderly

|                    |       |
|--------------------|-------|
| Kemsing Lunch Club | 1,420 |
| Holiday for couple | 458   |

#### Disabilities

|                       |     |
|-----------------------|-----|
| West Kent Autism      | 600 |
| D'Vine Singers        | 820 |
| Sailability Chipstead | 102 |

#### Other Charities and Voluntary bodies

|                                   |       |
|-----------------------------------|-------|
| Hygiene Bank                      | 1,000 |
| Edenbridge Citizens Advice Bureau | 3,300 |
| Friends for Families              | 3,900 |
| Samaritans Sevenoaks              | 5,000 |
| Porchlight                        | 2,000 |
| DAVSS                             | 306   |

#### General Public

|  |       |
|--|-------|
| Christmas Hampers  | 4,250 |
| Direct support to local families through Social Services | 2,293 |

#### International

|   |        |
|---|--------|
| Disaster relief through Lions International | 1,350  |
| Total                                       | 34,975 |

|                                       |            |            |
|---------------------------------------|------------|------------|
| Less – Returned Grant from prior year | 500        |            |
| Contribution to Grant from prior year | <u>425</u> | <u>925</u> |

**Total Expenditure** **£34,050**

## Sevenoaks Lions Club (CIO)

Year ended 30<sup>th</sup> June 2023

### Note 2 - Fund Raising Activities

|                       | Income        | Expenditure   | Net           |
|-----------------------|---------------|---------------|---------------|
|                       | £             | £             | £             |
| Heavy Horse Show 2022 | 45,050        | 22,866        | 22,184        |
| Heavy Horse Show 2023 | 3,125         | 5,546         | (2,421)       |
| Beer on the Vine 2022 | 27,140        | 8,216         | 18,924        |
| Beer on the Vine 2023 | -             | 2,617         | (2,617)       |
| Christmas Collections | 1,027         | 50            | 977           |
| Easter Eggs           | 1,389         | 339           | 1,050         |
| Fireworks BBQ         | 2,642         | 1,745         | 897           |
| Club Vehicle          | -             | 1,593         | (1,593)       |
| Sundry Fetes etc      | 858           | 939           | (81)          |
| Totals Fund Raising   | <b>81,231</b> | <b>43,911</b> | <b>37,320</b> |

In addition, donations were received from the public of £4,574. Members donations (including Gift Aid) for the year totalled £2,261.

### Note 3 – Volunteers Social Fund

The volunteer members of the CIO hold a number of social events including a twinning arrangement with the Lions Club of Hofgeismar in Germany. In order to ensure the cost of these events do not affect the Charity's funds the members pay for direct costs, run regular raffles and a 100 Club amongst themselves to generate funds for this purpose.

## **Sevenoaks Lions Club (CIO)**

**Year ended 30<sup>th</sup> June 2023**

### **Independent Examiners Report**

Report to the Trustees and members of Sevenoaks Lions Club (CIO) (registered charity number 1178738) on the accounts for the year ended 30<sup>th</sup> June 2023 set out on pages 1-11.

I report to the trustees on my examination of the accounts of the above charity for the year ended on 30<sup>th</sup> June 2023.

As the charity trustees of the CIO 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 CIO's accounts carried out under section 145 of the 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.

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, 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



Christopher Dent