



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	05	2021		30	04	2022

Section A Reference and administration details

Charity name

Lincs Digital

Other names charity is known by

N/A

Registered charity number (if any)

1183424

Charity's principal address

6 Harrison Close

Horncastle

Lincolnshire

Postcode

LN9 5ER

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	Stanley Avison	Chairman		
2	Anne Aley	Volunteer Support		
3	Anthony Fincham	Tutor Support		
4	Ann Avison	Treasurer/secretary		
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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 adopted May 2019
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed or reappointed annually at the Annual General Meeting held in May

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>Trustees oversee the day to day running of the Charity. They seek views of project managers, volunteers, and learners to decide on funding projects to apply for.</p> <p>CRB checks are carried out for all people associated with the Charity. Procedures and policies are in place for: Finance, Conflict of Interest, Constitution, Data Protection, environmental, Safeguarding, Vulnerable Adults protection, equality and diversity, Health & Safety, and Volunteering. All policies are updated as per current legislation.</p> <p>Lincs Digital are registered with the ICO for Data Protection. Insured by Hiscox Insurance.</p> <p>Lincs Digital have some excellent working relationships with other local organisations and signpost to each other. Currently we have formal contracted relationships with Carers First and Magna Vita. Individual contracts with Lincolnshire Community Foundation for grant projects. Now we are becoming more established and have built a good reputation for our work.</p> <p>Risks are minimised by using a project manager for each contract and keeping reporting information separate which makes sure all targets are met and, in most cases, over-achieved. Regular meetings and monitoring keep track of all contract requirements.</p>
--	--

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

To advance the education of the public in Digital Literacy and Skills by providing classes, hands on training, workshops, and drop-in sessions

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)

In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit and the requirements of individual funding bids at our trustee meetings.

The main activities this year have been:

- Community Based learning sessions
- Online learning Support
- Virtual Learning Sessions
- Targeted project for over 50's in East Lindsey
- Targeted project for isolated rural communities
- Development of website
- Community based drop-in sessions offering Digital Support
- Support for online Health, Housing and Financial needs

These activities benefit all age groups by developing their self-confidence and social skills, their practical IT skills, and life skills. General well-being and mental health of individuals and introducing them to a digital support system for the future.

Setup and introduced virtual learning sessions this year as a result of the Covid pandemic and to be able to support the local residents.

We have also developed opportunities for individuals to volunteer and support their local community. This makes the project sustainable beyond the funding and once we have completed the projects.

Unless specified by a project funder all sessions are available to anyone over 16, regardless of personal background, faith, gender or personal circumstances.

Please note the TED project was restricted to over 50's living in East Lindsey.

Additional details of objectives and activities (Optional information)

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

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

We are grateful for the many hours volunteers have supported learners at community venues, via phone and online. This year we have supported volunteers to develop virtual support and provided equipment and zoom access to enable this.

Without this valuable contribution we wouldn't have been able to achieve so much and reach out to so many learners.

All projects have been achieved or are on target to achieve where funding overlaps the year end.

Summary of the main achievements of the charity during the year

During this year much of the work had to move online due to covid restrictions. We purchased improved cameras, microphone, and monitors for this purpose. We developed an online support package which we delivered successfully to community groups, individuals, and organisations.

We also continued promotion and increased our recognition with partners, community groups and individuals locally and around the country. Thanks to recognition of work done by one of our project managers we won more contracts which allowed us to develop further this year.

For the purpose of this report, it will be easier to breakdown the contracts:

TED project.

To deliver community-based workshop sessions. These consisted of 2 Tutors delivering 11 sessions to a group. Planned venues included, Horncastle, Mablethorpe, Alford, Louth, Manby, Woodhall Spa and Great Carlton but these had to be moved online and catered for the residents virtually. We also produced guides which were available online or in printed format which was posted to individuals.

Sessions covered safety, NHS website, GP Services, Zoom, online searching, online banking, online shopping, keeping in touch, media and family history online.

We also received an additional fund to purchase and setup tablets for vulnerable residents.

These were restricted to over 50's in East Lindsey.

Good Things Foundation

Lloyds Grant:

This grant was a non-delivery focus with the main aim to support the business through the covid pandemic. This was to make changes to how the business usually worked and become sustainable through the coming months.

We were able to purchase equipment to allow us to deliver virtual sessions including software licences, microphones, and webcams. We also attended training sessions delivered by Microsoft to look at digital crm systems and how they could work for the charity.

FDI:

This had been the main source of funding from Good Things Foundation, but this is the final year of the contract with government funding no longer allocated to GTF for this project. We have a small rollover to complete existing learners into next financial year and then the contract will finish, we are applying for other sources of funding to replace this to allow us to continue the support to learners.

Make It Click:

Short term contract to support learners virtually through the more advanced courses supplied by Google. Useful for people in a work situation looking to improve their skills or those people looking for work. Excellent selection of office and business-related support courses.

Response Fund:

A one-off grant to support the business through the pandemic period and allow us to continue adjusting work requirements. This allowed us to contribute to some of the charity over heads and to support some non-digital issues for residents such as delivering shopping and prescriptions to rural areas.

Lincolnshire Community Foundation

The following funds are managed by the LCF with funding from other organisations.

Covid Fund:

This fund is to replace the GTF funding mentioned above. We are looking to replace a £20,000 contract for the coming 12 months. LCC agreed to fund 50% with a grant of £10,000. This will allow us to deliver through to March in conjunction with some other funding from other sources mentioned below.

Coastal Communities:

This is a combined grant from Mablethorpe Community Challenge Committee and Lincolnshire County Council Covid Fund. A total grant of £10,000 to be used through to next year:

CCC: £5,000 to source and supply Tablets, Mobile Broadband, and setup devices to residents of LN12 area who are not online at present or having financial problems to purchase equipment.

LCC: £5,000 to support residents of LN12 area with use of devices and online services to help them become less isolated during the pandemic. Support is via a variety of methods including phone, email, virtual video sessions and some face to face. This will be done in 1:1 or small groups as required.

Anglian Water Fund:

Funding received last year for delivery of group and 1:1 support across Lincolnshire. Aimed at the rural communities to help as required.

LCC Covid Response:

This fund allowed us to deliver virtual sessions to the remote communities we would normally visit in person. This also enabled us to replace 25% of the GFT contract that finished with a £5,000 grant received.

Connect Up Fund:

Assisting small groups to get online and develop essential digital skills.

Carers First

This was a project based on quote to deliver support to carers across Lincolnshire. We setup tablets, delivered support sessions to carers and zoom training sessions to staff. We also trained some young carers to become digital champions.

Voluntary Centre Services**Move Project:**

This project supports those in long term unemployment. We supply support with digital learning and production of cv along with job applications as required. This is an invoiced project for work done.

Reach Project:

This project was restricted to young women who were looking to return to work and needed digital skills. They received a tablet with support for internet, spreadsheets, word and email.

Hogsthorpe Good Neighbour Scheme

We supported the Hogsthorpe GNS to apply for funding to support residents with digital equipment, mobile broadband, and support to use their devices.

WLDC Covid Response

This grant was offered to help us replace the GTF funding. 25% of the requirement was offered with a grant of £5,000. This will allow us to deliver support through the coming year with funds being reserved until our next financial year. The restrictions of funding are for residents of West Lindsey.

Magna Vitae

Magna Vitae have purchased some Amazon Fire tablets to support their clients. For this project we setup the devices, source and setup mobile broadband and deliver to Magna Vitae for distribution.

We also support Magna Vitae at some of their events with Digital Health Sessions. This is a voluntary role to support them.

Barclays Support Fund

Grants to purchase equipment for vulnerable residents.

Lincolnshire County Council Wellbeing Project

Funds received after a delay from LCC which impacted the start date of the project. This will now be used during the next year.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Charity decided to try and keep the initial donation as a reserve amount. If possible, this will be increased future years if funds allow. Due to the covid situation the reserves may need to be used to continue the support to residents but will look to replace if this is the case.

Details of any funds materially in deficit

N/A

Further financial review details (Optional information)

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

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

Our main source of funds this year has been from grants. Each of these comes with a specific target and guidance for expenditure as per the bid submitted.

This information was included with all the relevant bid documents at the time of application and approval by the committee.

All expenditure has been relevant to the project and managed by individual project managers specific to the funding.

A breakdown can be seen in the receipts and payments section below.

Section F

Other optional information

Future Plans

The coming year looks like being a challenge with more virtual support required. We will look to deliver some community-based sessions to meet local need.

We will look for additional funding to develop our support sessions and cover a wider area.

Main focus of work will be to deliver the LCC contract which had been delayed.

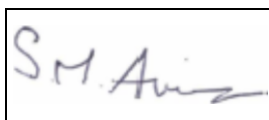
Section G

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)

Stanley Avison

Position (eg Secretary, Chair, etc)

Chairman

Date

16/02/2023



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Lincs Digital

**On accounts for the year
ended**

30th April 2022

**Charity no
(if any)**

1183424

Set out on pages

1 to 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **30/04/2022**

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

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

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

R P Ellis

Date:

15/02/2023

Name:

R P Ellis

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

Chartered Accountant
A practising member of the ICAEW

Address:

414 Newark Road

Lincoln

LN6 8RX

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Charity Name Lincoln Digital 1183424	No (if any) 3
---	------------------

Receipts and payments accounts

CC16a



CHARITY COMMISSION
FOR ENGLAND AND WALES

For the period from	Period start date 01/05/2021	To	Period end date 30/04/2022
------------------------	---------------------------------	----	-------------------------------

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					
Opening Balance	-	-	-	-	15,318
Ted Project	-	20,750	-	20,750	24,743
LCC Wellbeing	-	20,000	-	20,000	-
Good Things Foundation Lloyds	-	500	-	500	4,500
Good Things Foundation FDI	-	191	-	191	6,000
Good Things Foundation Make It Click	-	2,185	-	2,185	1,250
Good Things Foundation response					3,000
Good Things Foundation Connect Up		2,699		2,699	
LCF Covid Fund				-	10,000
LCF CCC				-	10,000
LCF Covid Response					5,000
LCF AWA	-	-	-	-	7,700
TNLC Covid					18,000
Get Connected					600
VCS Move		7,825		7,825	2,330

VCS Reach		1,732		1,732	
Carers First				-	9,914
Barclays Hardship Fund		488		488	
Hogsthorpe GNS		4,088		4,088	362
WLDC Covid Response				-	5,000
Magna Vitae				-	6,100
PCF				-	2,400
Mimmis Mission					500
Activew Humber					3,875
Amazon Refunds	-	423	-	423	2,261
Sub total (Gross income for AR)	-	60,881	-	60,881	138,853

A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	-	60,881	-	60,881	138,853

A3 Payments

TED Project Delivery	-	16,280	-	16,280	21,700
TED Project Equipment for distribution		6,002		6,002	3,167
TED Admin	-	861	-	861	1,860
TED Resources	-	1,092	-	1,092	308
TED Broadband	-	131	-	131	660

TED Office	-	294	-	294	294
GTF Lloyds Delivery	-	1,000	-	1,000	5,000
GTF FDI Resources	-	510	-	510	8,900
GTF Make It Click	-	2,810	-	2,810	1,875
GTF Connect Up Resources		627		627	
GTF Response					3,000
GTF Connect Up Sessions		2,072		2,072	
LCF Covid Fund Resources and Devices		1,200		1,200	8,800
LCF CCC Equipment		4,895		4,895	1,609
LCF CCC Sessions		3,496		3,496	
LCF Covid response					5,000
LCF AWA Support Sessions		7,700		7,700	
VCS Move admin and support		8,486		8,486	1,668
VCS Reach support		1,732		1,732	
Carers First Resources		414		414	3,500
Barclays Hardship Fund		488		488	
Get connected					600
TNLC					18,000
WLDC Support		5,000		5,000	
Hogsthorpe devices and support		4,088		4,088	362
Magna Vitae device support		4,015		4,015	1,224
Active Humber					3,875
PCF				-	2,400
Mimmi Mission					500

Amazon	-	423	-	423	2,172
Sub total	-	73,616	-	73,616	96,472
A4 Asset and investment purchases, (see table)					
Large Monitors and ipads	-	-	-	-	3,417
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	-	73,616	-	73,616	96,472
Net of receipts/(payments)	-	12,735	-	12,735	42,381
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	42,380	-	42,380	-
Cash funds this year end	-	29,645	-	29,645	42,381

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		-	29,645	-
				-
		-	-	-
	Total cash funds	-	29,645	-
	(agree balances with receipts and payments account(s))	OK	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

Signed by one or two trustees on behalf of all the trustees

		-	-
Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	
		-	

Signature	Print Name	Date of approval
	Stan Avison	11/02/2023
	Anne Aley	12/02/2023