



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	05	2022		30	04	2023

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				
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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)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution 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 VCS, Carers First and Magna Vita. Individual contracts with Lincolnshire County Council, East Lindsey District Council, Good Things Foundation for grant projects. Now we are becoming more established and have built a good reputation for our work which resulted in LCC and ELDC contracts.</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>
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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 Wellbeing project is restricted to referrals directly from them and not an open project. This is also the same for the Carers First project.

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 we continued to deliver and develop virtual learning sessions including some sessions for Carers First in Medway. We also started a return to community venues after the covid restrictions of last year.

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:

East Lindsey District Council Community Hubs.

To deliver community-based drop-in sessions. These consisted of 2 Tutors delivering sessions to at community venues. Planned venues included, Horncastle, Mablethorpe, Alford, Louth, Wragby and East Barkwith.

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

We also helped people access online services including ELDC, LCC and .GOV websites. There were also some people who required assisted digital help because they didn't want to be online but needed to complete forms etc online.

Lincolnshire County council Wellbeing Lincs Service

This service should have started last year but there was a delay in receiving funds from LCC therefore we only started this financial year. The project involves receiving a referral from the Wellbeing service and we then contact the client to arrange the support requested.

This includes virtual support in some cases but most instances we visit the home of individuals with 1:1 support. The service can supply a Tablet, Mobile Broadband/MiFi and support to use the devices or do something online. We are working with vulnerable people therefore the support is very confidential and sensitive to their needs.

This project is going to continue next year with and extension of funds due soon.

Digital Health Project

We have been approached by Rose Regeneration to deliver a Digital Health project in conjunction with them and The Institute for Rural Health (Lincoln University). Funded by Health Education England and funding managed by ELDC.

This project will take place during next year with funding now received and initial planning taking place.

Good Things Foundation**Ambassador Project:**

The Network Ambassador Programme will see Good Things Foundation working with four existing community partners on a variety of pieces of work. Areas of focus include strategic partner stewardship, advocacy, network recruitment, network training and communications, as well as other tasks that don't fit into these five categories.

We are one of the four centres and have supported with development projects and delivered training sessions for other centres. This project will continue into next year.

Connect Up Fund:

Assisting small groups to get online and develop essential digital skills. Small project to offer support for 75 people.

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.

Multiply:

This project is to improve numeracy skills using IT. We are using Excel to do budget sessions and online banking and shopping sessions. These are community-based sessions using local venues.

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.

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

28/01/2024



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Lincs Digital

On accounts for the year
ended

30th April 2023

Charity no
(if any)

1183424

Set out on pages

One to Three

(remember too 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 30/04/2023.

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:

7/2/2024

Name:

R P Ellis

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

Chartered Accountant
A practising member of the ICA&W

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 Lincs Digital 1183424	No (if any) 4
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Receipts and payments accounts

CC16a



CHARITY COMMISSION
FOR ENGLAND AND WALES

For the period from	Period start date 01/05/2022	To	Period end date 30/04/2023
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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 £
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A1 Receipts

Opening Balance	-	-	-	42,380
TED Project	-	-	-	20,750
LCC Wellbeing	-	25,000	-	20,000
Good Things Foundation Lloyds	-	-	-	500
Good Things Foundation FDI	-	-	-	191
Good Things Foundation Make it Click	-	-	-	2,185
Good Things Foundation Connect Up	-	5,580	-	2,699
Good Things Foundation Ambassador	-	11,250	-	-
VCS Move	-	6,233	-	7,825
VCS Reach	-	-	-	1,732
VCS Multiply	-	4,387	-	-
Carers First	-	15,342	-	-
Barclays Hardship Fund	-	-	-	488
Hogsthorpe GNS	-	-	-	4,088
Amazon Refunds	-	-	-	423
East Lindsey District Council	-	5,760	-	-

Digital Health Project	-	23,169	-	23,169	-
Office Working Fund	6,457	-	-	6,457	-
	-	-	-	-	-
	-	-	-	-	-
Sub total(Gross income for AR)	6,457	96,721	-	103,178	103,261

A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-

Total receipts	6,457	96,721	-	103,178	103,261
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A3 Payments

TED Project Delivery	-	-	-	-	16,280
TED Project Equipment for distribution	-	-	-	-	6,002
TED Admin	-	-	-	-	861
TED Resources	-	-	-	-	1,092
TED Broadband	-	-	-	-	131
TED Office	-	-	-	-	294
GTF Lloyds Delivery	-	-	-	-	1,000
GTF FDI Resources	-	-	-	-	510
GTF Make It Click	-	-	-	-	2,810
GTF Connect Up Resources	-	1,393	-	1,393	627
GTF Connect Up Sessions	-	686	-	686	2,072

GTF Connect Up Equipment		2,830	-	2,830	-
GTF Connect Up Office		672	-	672	-
LCF Covid Fund Resources and Devices	-	-	-	-	1,200
LCF CCC Equipment	-	-	-	-	4,895
LCF CCC Sessions	-	-	-	-	3,496
LCF AWA Support Sessions	-	-	-	-	7,700
VCS Move admin and support	-	6,233	-	6,233	8,486
VCS Reach support	-	-	-	-	1,732
Carers First Equipment Distributed	-	12,055	-	12,055	-
Carers First Sessions		96	-	96	-
Carers First Support	-	7,748	-	7,748	-
Carers First Resources	-	1,443	-	1,443	414
Barclays Hardship Fund	-	-	-	-	488
WLDC Support	-	-	-	-	5,000
Hogsthorpe devices and support	-	-	-	-	4,088
Magna Vitae device support	-	862	-	862	4,015
Amazon	-	-	-	-	423
East Lindsey District Council Sessions	-	4,350	-	4,350	-
ELDC Admin	-	400	-	400	-
ELDC Resources	-	310	-	310	-
LCC Wellbeing Equipment for distrtribution	-	18,891	-	18,891	-
LCC Wellbeing Support	-	22,376	-	22,376	-
LCC Wellbeing Admin	-	1,955	-	1,955	-
LCC Wellbeing Resources	-	1,778	-	1,778	-

[illegible]

A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	

Sub total	-	-	-	-	-
Total payments	293	103,217	-	103,510	73,616
Net of receipts/(payments)	6,164	- 6,496	-	- 332	29,645
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	29,645	-	29,645	-
Cash funds this year end	6,164	23,149	-	29,313	29,645

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		6,164	23,149	-
		-	-	-
		-	-	-
	Total cash funds	6,164	23,149	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	-	-	-
	-	-	-

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	
	Stan Avison	17/01/2024	
	Anne Aley	19/01/2024	