



Trustees' Annual Report for the period

	Period start date				Period end date		
From	Day 01	Month 05	Year 2023	To	Day 30	Month 04	Year 2024

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		
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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

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 and Carers First. Individual contracts with Lincolnshire County Council, East Lindsey District Council, South Holland 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 additional 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 last 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 increased the return to community venues after the covid restrictions.

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 started last year and due to the success and increased need it received additional funding to continue. 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 ended this year and we await the wellbeing service review to explore future funding opportunities with them.

Digital Health Project

We were approached last year 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 involved support sessions at Mablethorpe with volunteers and surgery staff receiving support to become Digital Health Champions.

The University produced a report on the project

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.

Capability Grant:

This grant allowed us to develop systems and equipment for the charity to improve their services. This was an unreserved grant with flexibility to develop the Charity needs.

Carers First

This was a project based on a 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. This was mainly completed during the last financial year with a final balance completed this year.

Voluntary Centre Services

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.

South Holland District Council

To deliver community-based drop-in sessions. These consisted of 2 Tutors delivering sessions at SHDC Social Housing Residents Venues. Planned venues included, Pinchbeck, Holbeach, Crowland, Sutton Bridge, Spalding and Fleet Hargate. These were closed sessions for residents only.

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 SHDC, 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.

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.

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

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

We are exploring options to offer our sessions across Boston Borough and South Holland District Council areas.

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

30/01/2025



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Lincs Digital 1183424

No (if any)
5

Receipts and payments accounts

CC16a

For the period
from

Period start date
01/05/2023

To

Period end date
30/04/2024

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	-	-	-	-	29,314
LCC Wellbeing	-	55,000	-	55,000	25,000
Good Things Foundation Connect Up	-		-	-	5,580
Good Things Foundation Ambassador	-	11,250	-	11,250	11,250
VCS Move	-	-	-	-	6,233
VCS Multiply	-	26,763	-	26,763	4,387
Carers First	-	128	-	128	15,342
East Lindsey District Council	-	10,908	-	10,908	5,760
Digital Health Project	-		-	-	23,169
Office Working Fund	916	-	-	916	6,457
Good Things Foundation Capability Grant	3,600		-	3,600	
South Holland District Council		8,400	-	8,400	
Sub total (Gross income for AR)	4,516	112,449	-	116,965	132,492

A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	4,516	112,449	-	116,965	132,492

A3 Payments

GTF Connect Up Resources	-	-	-	-	1,393
GTF Connect Up Sessions	-	-	-	-	686
GTF Connect Up Equipment	-	-	-	-	2,830
GTF Connect Up Office	-	-	-	-	672
VCS Move admin and support	-	-	-	-	6,233
Carers First Equipment Distributed	-	-	-	-	12,055
Carers First Sessions	-	128	-	128	96
Carers First Support	-	-	-	-	7,748
Carers First Resources	-	-	-	-	1,443
Magna Vitae device support	-	-	-	-	862
East Lindsey District Council Sessions	-	8,445	-	8,445	4,350
ELDC Admin		2,408	-	2,408	400
ELDC Resources		450	-	450	310
LCC Wellbeing Equipment for distrtribution	-	20,406	-	20,406	18,891
LCC Wellbeing Support	-	21,853	-	21,853	22,376
LCC Wellbeing Admin	-	2,748	-	2,748	1,955
LCC Wellbeing Resources	-	9,993	-	9,993	1,778

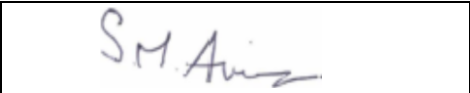
Digital Health Equipment	-	472	-	472	685
Digital Health Sessions	-	15,797	-	15,797	2,249
Digital Health Resources	-	3,396	-	3,396	568
GTF Ambassador Equipment		1,621	-	1,621	203
GTF Ambassador Support	-	4,114	-	4,114	6,542
GTF Ambassador Admin	-	2,687	-	2,687	3,649
GTF Ambassador Resources	-	328	-	328	856
VCS Multiply Sessions	-	22,400	-	22,400	4,000
VCS Multiply Admin	-	4,363	-	4,363	387
Office Support	1,191	-	-	1,191	293
South Holland District Council Support	-	8,400	-	8,400	
GTF Capability Grant	1,100		-	1,100	-
Sub total	2,291	130,009	-	132,300	103,510

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

Total payments	2,291	130,009	-	132,300	103,510
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Net of receipts/(payments)	2,225	- 17,560	-	- 15,335	28,982
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	6,164	23,149	-	29,313	-
Cash funds this year end	8,389	5,589	-	13,978	28,982

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		8,389	5,589	-
		-	-	-
	Total cash funds	8,389	5,589	-
	(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	Details	-	-	-
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	29/01/2025	



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Lincs Digital

On accounts for the year
ended

30th April 2024

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:

30/01/2025

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.