



We Serve

NEWPORT PAGNELL AND OLNEY LIONS CLUB (CIO)

Registered Charity Number: 1184025

**Trustees' Annual Report and Financial Statements
for the year ended 30 June 2021**

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1. Charity information

1.1 Reference and Administration Details

Name: **NEWPORT PAGNELL AND OLNEY LIONS CLUB (CIO)**

Charity Reg. No: **1184025**

Trustees:

Mr. T. J. Aldred

Mr. R. J. Benbow

Mr. R. Hillier

Principal Address:

16 Ferne Furlong
Olney
Bucks
MK46 5EN

2. Report of the Trustees for the year ended 30th June 2021

Introduction

The Trustees present their annual report, together with the financial statements of the Charity for the year ended 30th June 2021.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) (amended 2 February 2016).

2.1 Structure, Governance and Management

The Charity's governing document is its Constitution – a comprehensive document, which is available on request to the Club. It is complemented by the Club's By Laws. The two documents, taken together, fully define the Club's Structure, Government and Management.

In summary: Newport Pagnell and Olney Lions Club (CIO) - the "Charity" - was registered as a Charitable Incorporated Organisation on 21 June 2019, number 1184025. The Club itself - (i.e. prior to becoming a CIO) - was founded over 40 years ago. During this time the Club has striven to work on the basis of fairness, common sense and 'good business practice'.

The Constitution and By Laws are supplemented by a number of Policies – e.g. Grant Making, Conflict of Interest, Volunteers etc.

Trustees are appointed by the Club and meet at least four times a year to consider grant applications and to deal with and oversee the governance of the Charity.

In addition, business meetings of all Club Members, including the Trustees, are held monthly, to consider applications and other Club business. Applications for assistance are considered at each meeting. In cases where decisions are needed quickly, the Trustees operate a fast track grant processing system for sums of up to £500.

The Secretary is appointed by the Trustees and the Club Membership, to assist in the day to day administration of the Charity.

The induction process for newly appointed Trustees comprises an initial meeting with the Trustees to brief them on their legal obligations under charity law; the decision making processes of the Charity, and its Policies and Procedures.

In accordance with Clause 15 of the Constitution, each Trustee of the Club shall be given the following on/before his/her first appointment:

- a copy of the Club's Constitution and By-laws (and any amendments made to them);
- a copy of the Constitution and By-laws of Lions Clubs International;
- a copy of the Club's latest Trustees' Annual Report and statement of accounts;
- a copy of the latest Lions Club's guidance for Charity Trustees;
- a copy of CC3 The Essential Trustee: what you need to know, what you need to do.

Note: These procedures seek to allow the Charity to comply with the statutory declaration that Trustees have in regard to the guidance issued by the Charity Commission on public benefit.

Risk management

The Trustees have examined the major strategic, business and operational risks which the Charity faces and confirm that systems have been established to ensure regular reports are produced for Trustees to ensure all necessary actions are taken to lessen the risks.

Public benefit

The Trustees have complied with the duty in Section 17(5) of the 2011 Charities Act to have due regard to guidance published by the Charity Commission in respect of public benefit and in planning the activities for the year, have kept this in mind.

The full Public Benefits Statement is detailed below:

PUBLIC BENEFITS STATEMENT

Background

All current Lions Clubs located within our Multiple District, including Newport Pagnell and Olney Lions Club, are part of Lions Clubs International Multiple District 105 which mainly covers the UK.

MD105 has agreed standard objects for Lions Clubs with the Charity Commission.

The NP&O Lions Club will operate within these agreed objects, but the Trustees may change the particular focus from time to time. The information provided as part of the application for registration illustrates the current focus of the Club. The Trustees are independent and make their own decisions, but as a Lions' Charity they will take into account national appeals and guidance as part of their decision making.

What is our purpose?

As a Lions Club, our main purpose is:

- to serve our local, national and international communities – (and to uphold the Lions' principles, (to which the clubs must adhere), and which include acting to benefit the public interest)
- to meet humanitarian needs
- to encourage peace
- to promote international understanding

Further, the Club seeks to promote Lions' causes in five major areas:

- **Diabetes** - to reduce the prevalence of diabetes and improve quality of life for those diagnosed.
- **Vision** - to prevent avoidable blindness and improve quality of life for people who are blind and visually impaired.
- **Hunger** - to ensure all community members have access to nutritious foods.
- **Environment** - to sustainably protect and restore our environment to improve the well-being of all communities.
- **Childhood Cancers** - to help those affected by childhood cancer survive and thrive.

In broad terms, examples of activities undertaken by this Club in the past, to support and progress the above purposes and causes, include, (but are not limited to):

- Promoting the advancement of citizenship: encouraging service minded people to volunteer - as part of our Friends of Lions scheme. This provides the capability for people to participate in community service activity - by joining our select group of volunteers, who are invited to help us in our Fundraising or Community Service (or Social) activities.
- Promoting volunteering and community service: running an active Club and also, recruiting new Lion members, to support our volunteering, fund raising and community service efforts; (as well as encouraging members of the wider community to volunteer and support Lions events (as noted above)).
- Promoting the advancement of good health: supporting the Message in a Bottle scheme; participating in the Lions Recycle Spectacles for Sight Scheme; supporting local disabled groups who assist people with disabilities to live independent lives, providing support for local people who need help. Collecting old spectacles and recycling them. Providing grants to purchase special equipment to improve people's quality of life.
- Helping protect and sustain the environment: creating grant funding and service activity that support and protect the environment - e.g. to support the planting of trees in parts of the towns and surrounding villages.
- Donating to charitable causes: making grants to local, national and international causes

How our purpose is beneficial and how does it benefit the public?

As indicated above, our purpose is beneficial, and benefits the public by:

- Promoting the advancement of citizenship
- Promoting volunteering and community service
- Promoting the advancement of good health
- Helping protect and sustain the environment
- Donating to charitable causes

How will the Trustees, when appointed, carry out the purpose for the public benefit?

As noted above, in Section 2.1, the Charity provides thorough briefings to incoming Trustees. These briefings seek to allow the Charity to comply with the statutory declaration that Trustees have in regard to the guidance issued by the Charity Commission on public benefit.

The Trustees, working with and in cooperation with the Membership, will continue to progress its purpose, by carrying on its existing programme of Fund Raising, Community Service and by Making Donations, as indicated below:

- Encouraging people to volunteer in community service projects – via a special network of Friends – e.g. distribution of Christmas Parcels to local residents, selling our town calendars, and helping to steward our annual Motorama classic car show event

- Engaging in community service projects with other voluntary organisations, by providing human resources – e.g. by helping to erect hanging baskets of flowers around the town; helping with marshalling at the River Festival and manning the admission gates at the annual community fireworks display
- Providing community service – for example improving the environment for local people – e.g. by planting and maintaining an ‘avenue of oaks’ on local land - or by collecting and re-cycling old spectacles
- Sharing pride in our towns and working with other bodies to raise awareness and community spirit; running joint projects with other local Lions Clubs; working with other local organisations, and canvassing local businesses for support
- Organising Fund-Raising Events – that both enhance the social lives of our community, and ultimately raise funds for making donations to charitable and good causes (see below). These include the Dickens of a Christmas craft fair, the Easter Egg Raffle, the sale of Town Calendars, Book Stalls, Annual Motorama Car Show, etc.
- Making donations to charities and other good causes:
 - Internationally, these have included LCIF causes such as the Japanese Flood Appeal, the Beirut Disaster Appeal, the Croatia Appeal and Covid In India Appeal, Sight Savers, Measles, Water Aid and support for Disaster Relief in Italy, Haiti, Pakistan and the Philippines – and other independent international causes – e.g. Advantage Africa and the Olney-Newton Link
 - Nationally, we’ve supported Supershoes, Brain Tumour Research, the Shine Charity, Woodland Trust, Hearing Dogs for the Deaf, Homeless Sight Impaired and Limbless Servicemen, Willen Hospice, Honeypot, Message in a Bottle, and various children and adult Cancer Charities
 - The bulk of our donations have gone locally in Olney, Newport Pagnell and surrounding villages and towns. In the last couple of years we have supported:
 - Christmas Food Parcels in Olney and Newport Pagnell
 - Newport Pagnell Christmas Lights
 - Brooklands Centre
 - Support for local MS Group
 - Newport Pagnell Youth Club
 - Support for a child’s Mobility Vehicle
 - Planted an ‘Avenue of Oaks’ in Newport Pagnell
 - Ailsa’s Aim
 - Care-pack Appeal
 - MK Food Bank
 - MK Hospital Labour Ward
 - Olney Newton Link
 - ‘Charity Begins at Home’
 - Olney Town Defibrillators
 - Cowper & Newton Museum
 - Various local children’s charities such as Toby’s Trust, Jenson’s Fund, Helen & Douglas House and the Battens Disease Family Association

- Organising a lively social calendar for our Members and Friends – e.g. dinners, museum trips, illustrated talks, etc.

2.2 Objectives and Activities

The Charity's Objectives are set out in its Constitution - and summarised immediately below:

- to serve our local, national and international communities – (and to uphold the Lions' principles, (to which the clubs must adhere), and which include acting to benefit the public interest)
- to meet humanitarian needs
- to encourage peace
- to promote international understanding

Further, the Club seeks to promote Lions' **causes** in five major areas:

- **Diabetes** - to reduce the prevalence of diabetes and improve quality of life for those diagnosed.
- **Vision** - to prevent avoidable blindness and improve quality of life for people who are blind and visually impaired.
- **Hunger** - to ensure all community members have access to nutritious foods.
- **Environment** - to sustainably protect and restore our environment to improve the well-being of all communities.
- **Childhood Cancers** - to help those affected by childhood cancer survive and thrive.

These objectives are realised primarily by the provision of charitable grants. (This includes both grants to organisations and to individuals - via third parties and directly).

The money needed to fund such grants is raised by means of identifying, organising and running various **Fund Raising Events** throughout the year – often by participation in larger events, organised by others. The Club also conducts a number of **Service Activities** in pursuance of these objectives.

These Fund Raising Events and Service Activities have included:

- Marshalling Duties at Riverfest (Service Activity)
- Marshalling Duties at Ferrari Owners Club Summer Party (Service Activity)
- Motoring Art Presentation
- Friends of St Lawrence - Church Fete Event
- Clay Shoot Event with Rushden Lions
- Motorama Post Implementation Review Meeting
- Lions Toast - Whisky Tasting Event - 'Svensk Whiskyprovning'
- Marshalling Duties at Olney Fireworks Display (Service Activity)
- Poppy Day Collection
- Willen Hospice Fashion Show (Service Activity)
- Calendars and Christmas Cards Sales Campaign
- Newport Pagnell Christmas Lights Switch On Event
- Dickens of a Christmas Craft Fair
- Christmas Parcels distribution
- Peace Poster Competition
- Great Easter Egg Raffle 2020
- Can Shake - Sainsburys (Olney)
- Age of Motorcycles Talk (Newport Pagnell)
- Meet the Lions Events
- Motorama 2020
- Book Stall / PR Stall at Cherry Fair 2020
- Centenary Tree Planting in Newport Pagnell
- Message In A Bottle (Service Activity) - ongoing
- Collecting Tins - ongoing
- Easy Fundraising - ongoing
- Spectacle Collection (Service Activity) - ongoing

Grants to organisations could be for: medical equipment; mental health or other therapies; activity or self-help groups; capacity building – i.e. expansion of services; capital costs for improvements to service delivery (other than building work); training; education or raising awareness of health related conditions; respite care or trips/activities for those with long term or life limiting conditions. This list is not exhaustive and is just meant to provide a flavour of our activities.

Grants for individuals can be made by a third party referee, such as GP, social worker, housing association or local authority – or applications can be made directly. Such grants could be for: medical or disability related equipment; domestic or personal items for health or disability related issues (including mental health); health or disability related training; activities to alleviate health or disability related conditions (including mental health). This list is not exhaustive and is just meant to provide a flavour of our activities.

The Club also makes *ad hoc* donations to charitable and good causes.

All such requests are filtered by a Service Committee, who present worthy cases to the Trustees and to the membership, for approval or rejection – in accordance with our internal policies.

In common with many other charities, this has been a very difficult year for the Club - due mainly to the Covid pandemic – which has seriously curtailed our Fund Raising efforts – and this has also impacted our ability to support causes as vigorously as we would like to. Our Income from our Fund Raising has been severely compromised with many events being cancelled. Nevertheless, the demand for grant funding has remained fairly steady throughout the year, and we have made total awards of around £6,200 – as shown in the financial statements below. These are split between grants to organisations and grants for individuals.

Grants were split by geography as follows:

- Local 55%
- National 23%
- International 22%

The Club continues to prioritise one-off grants for specific purposes rather than supporting ongoing routine or core costs, such as rent, rates and salaries - and continues to prioritise making awards that will have the greatest impact.

The Club welcomes applications from all sources.

The Trustees and Secretary are always willing to informally discuss possible applications to advise if they fall within the remit of the Club.

2.3 Achievements and Performance

The trust received around 40 applications for grants and service requests in 2020/21. These were considered at the quarterly Trustee meetings during the year, and by the monthly business meetings of the Club (attended by the Membership). The Club also makes a number of *ad hoc* grants available – i.e. awards to charitable causes which are not initiated by a specific service request. The Club also has a fast track process for handling request made in between meetings, for urgent cases.

In total the Trustees and the Club approved around 25 grants and service requests - with the remainder either being rejected, further information being requested or the applications being subsequently withdrawn.

2.4 Financial Review

In the current year, the Trustees awarded charitable grants totalling £6171.88. A list of these can be found in the financial statements below.

The total income for the year was £7,149.26 received primarily from Fund Raising events and a further £1,401.91 from Administration Receipts received primarily from mandatory Membership Dues charged to individual Club Members.

Fund Raising event expenses were £2,577.74 and the expenses of administering the Charity were £1,785.20 – (and paid by means of the Administration Receipts - (i.e. from the contributions of Members in the form of their mandatory Membership Dues)).

2.5 Other Optional Information

Reserves policy

The Club has no formal reserves policy. The Club seeks to hold sufficient cash reserves to be able to award £4,000 in grants and cover the expected annual administrative and governance costs of the Charity.

Funds Materially in Deficit

The Club has no funds which are materially in deficit.

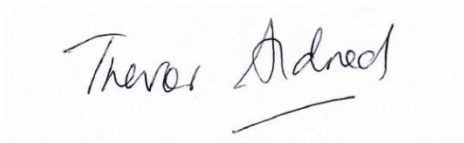
Plans for Future Periods

Trustees have been keen to steadily expand the charitable giving of the charity for some time, but have been cautious not to create a demand that cannot be met. The Clubs main plans are to get back up to speed following the pandemic, increase membership, promote service in Newport Pagnell and maintain/grow our profile via the Club Website and Facebook pages.

2.6 Declaration

The Trustees declare that they have approved the Trustees' Annual Report above.

Signed on behalf of the Charity's Trustees:

A handwritten signature in black ink that reads "Trevor Aldred". The signature is written in a cursive style with a horizontal line underneath the name.

Trevor Aldred BSc, MSc, MIET, AMIMEchE
Chair of Trustees
Newport Pagnell and Olney Lions Club (CIO)

20th December 2021

3. Independent Examiner's Report to the Trustees for the year ended 30th June 2021

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) (amended 2 February 2016).



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
NEWPORT PARISH & QUARTER LIONS CLUB (C10)

On accounts for the year
ended

30 JUNE 2021

Charity no
(if any)

1184025

Set out on pages

16 → 21 (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 DD/MM/YYYY.

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:

Date:

29 Jan 2022

Name:

THOMAS GEORGE JONES

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

A.C.M.A.

Address:

8 TALBOTS HYDE, BLNEY
BUCKINGHAMSHIRE
MK46 5NP.

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.

Set out on pages	
On accounts for the year ended	Report to the trustees/ members of
Charity no. (if any)	
I report to the trustees of my examination of the accounts of the charity (the Trust) for the year ended 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 covered by under section 145 of the Act and in carrying out my examination, I have followed the applicable provisions given by the Charity Commission under section 145(1) of the Act. I have completed my examination. I confirm that no material matters have come to my attention (other than those disclosed below) in connection with the examination which gives me cause to believe that any material - the accounts do not accord with the accounting records - 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 made. Please delete the words in brackets if they do not apply.	
Address:	Relevant professional qualification(s) or body (if any):
Name:	Signature:

4. Statement of Financial Activities for the year ended 30th June 2021



NEWPORT PAGNELL & OLNEY LIONS CLUB (CIO)
Registered Charity No: 1184025

DISTRICT 105A

ACCOUNTS FOR YEAR ENDED 30th JUNE 2021



**REPORT OF THE AUDITORS TO THE MEMBERS OF THE NEWPORT PAGNELL
& OLNEY LIONS CLUB (CIO)**

We have examined the books and records of the Newport Pagnell & Olney Lions Club (CIO) for the year ended 30th June 2021 and can confirm that, in our opinion, the following financial statements present fairly, in all material respects, the financial position of the Club, as of the 30th June 2021 and the results of its operations and its cash flows for the year then ended in accordance with generally accepted accounting principles.

Signature:





Name:

R. J. BENSON

A. L. JOHNSON

Position in Club:

SECRETARY

MEMBER

Date:

21/11/2021

21/11/2021

NEWPORT PAGNELL & OLNEY LIONS CLUB (CIO)

ACCOUNTS FOR YEAR ENDED 30th JUNE 2021

CHARITY FUND

	£	£	£
Balance Brought Forward at beginning of the year:			9643.49
	Income	Expenses	
Fund Raising			
Environmental Grant	379.84		
Calendar Sales	5191.98		
Poppy Appeal	42.00		
Donations Received	391.50		
Gift Aid Receipts	115.47		
Easter Egg Raffle	174.48		
EasyFundraising Scheme	19.27		
Hunger Grant	200.00		
Filmbank Deposit Refund	150.00		
Facebook FR Campaigns	190.52		
Collecting Tins	288.20		
Other Sundry Income	6.00		
ICO Fee		40.00	
Annual Support for Website		72.00	
Domain Name Fees		105.58	
Sack Truck		50.00	
Local Giving Sign Up Fee		96.00	
Calendars		1978.81	
Other Sundry Expenses		235.35	
	7149.26	2577.74	
Total Income less Expenses			4571.52
less Donations (see attached)			6171.88
Balance Carried Forward			8043.13

NEWPORT PAGNELL & OLNEY LIONS CLUB (CIO)

ACCOUNTS FOR YEAR ENDED 30th JUNE 2021

DONATIONS

	£	
Local:		
Christmas Parcels (Biscuits)	135.00	
Donation to Olney is Kind	200.00	
Donation towards Motability vehicle	500.00	
Donation to MK Hospital Charity - Labour Ward	100.00	
Donation to the Lullaby Trust (via the Easter Egg Raffle)	35.00	
Flowers	82.95	
Avenue of Oaks - Newport Pagnell	405.78	
Donation to Cowper & Newton Museum	100.00	
Donation to Ailsa's Aim Appeal	500.00	
Donation to Lion Doreen's Care Pack Appeal	500.00	
Donation to House Fire Appeal	250.00	
Donation to NP Youth Club	250.00	
Donation to MK Food Bank	300.00	
Donation to Luke Radwell	<u>50.00</u>	
		3408.73
National:		
Poppy Appeal	42.00	
Donation to The Woodland Trust	150.00	
Donation to Supershoes	500.00	
Donation to Brain Tumour Research	250.00	
Donation to Shine Charity	300.00	
Lions Youth Funds etc. Contribution	<u>171.15</u>	
		1413.15
International:		
LCIF Japan Flood Appeal	100.00	
LCIF Beirut Disaster Appeal	250.00	
LCIF India Covid Appeal	500.00	
LCIF Croatia Appeal	<u>500.00</u>	
		1350.00
Total Donations Made:		<u><u>6171.88</u></u>

NEWPORT PAGNELL & OLNEY LIONS CLUB (CIO)									
ACCOUNTS FOR YEAR ENDED 30th JUNE 2021									
ADMINISTRATION FUND									
									£
Balance Brought Forward at beginning of the year:									488.22
Income									
	Membership Subscriptions						1008.00		
	Fines and Raffles						3.40		
	Reimbursements from Charity Fund						171.15		
	Sundry Income						219.36		
									1401.91
Expenditure									
	MD and D Dues						863.00		
	International Dues						585.30		
	Welcome Plaques						305.40		
	Sundry Expenditure						31.50		
									1785.20
Balance Carried Forward									104.93

NEWPORT PAGNELL & OLNEY LIONS CLUB (CIO)					
ACCOUNTS FOR YEAR ENDED 30th JUNE 2021					
MOVEMENT ON FUNDS					
Administration Fund					
	Balance brought forward 1st July 2020			488.22	
	Less net cash expenditure in year			383.29	
	Balance on Admin Fund 30th June 2021			<u>104.93</u>	
Charity Fund					
	Balance brought forward 1st July 2020			9643.49	
	Less net cash expenditure in year			1600.36	
	Balance on Charity Fund 30th June 2021			<u>8043.13</u>	
	TOTAL BALANCE of FUNDS			<u>8148.06</u>	
REPRESENTED BY:					
	Balance of Business Accounts at Bank			8577.10	
	Balance of Paypal / Paypal Just Giving Account			27.10	
	<i>plus:</i> Cash and Cheques in hand			47.09	
	<i>less:</i> Unpresented Cheques			-503.23	
				<u>8148.06</u>	