



We Serve

NEWPORT PAGNELL AND OLNEY LIONS CLUB (CIO)

Registered Charity Number: 1184025

**Trustees' Annual Report and Financial Statements
for the year ended 30th June 2022**

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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 2022

Introduction

The Trustees present their annual report, together with the financial statements of the Charity for the year ended 30th June 2022.

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, Governance 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, in 1977. During this time the Club has striven to always 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, Annual Motorama Car Show, etc.
- Making donations to charities and other good causes. We have supported International Causes (particularly through our International Charity LCIF); National Causes, and Local Causes in Olney, Newport Pagnell and surrounding villages and towns. This year we have supported:
 - Christmas Food Parcels in Olney, Turvey and Newport Pagnell
 - Princess Poppy Appeal
 - Cowper & Newton Museum
 - Advantage Africa
 - Bedford Rotary Club
 - Milton Keynes Hospital Cancer Ward Family Room
 - Olney Classic Car Club
 - Kids Cancer Charity
 - Local Residents Mobility Scooter
 - South Central Ambulance Service Charity
 - Cancer Research UK
 - Lifelites
 - The Woodland Trust
 - DrugFAM
 - Lions District Youth Fund
 - LCIF European Flood Appeal
 - LCIF Haiti Earthquake Appeal
 - LCIF USA Tornado Appeal
 - LCIF Tonga Tsunami Appeal
 - LCIF Madagascar Appeal
 - LCIF Ukraine Appeal
- 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 all 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)
- Clay Shoot Event with Rushden Lions
- Lions Toast - Wine Tasting Event
- Marshalling Duties at Olney Fireworks Display (Service Activity)
- Calendars and Christmas Cards Sales Campaign
- Newport Pagnell Christmas Lights Switch On Event
- Hoe-Down Event
- Dickens of a Christmas Craft Fair
- Christmas Parcels distribution
- Great Easter Egg Raffle 2021
- Can Shake - (Olney)
- Motorama 2021 (x2)
- Facebook Fundraisers
- Message In A Bottle (Service Activity) - ongoing
- Collecting Tins - ongoing
- Easy Fundraising - ongoing
- Spectacle Collection (Service Activity) – ongoing
- Various Re-cycling Projects

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.

Request for 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 – that Club Members or the Club Service Committee may identify from time to time

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 ongoing Covid pandemic – which has 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 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 £10,000 – 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 51%
- National 24%
- International 25%

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 Club received around 40 applications for grants and service requests in 2021/22. 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 £10,001.57. A list of these can be found in the financial statements below.

The total income for the year was £15,432.67 from Fund Raising events and a further £1,697.45 from Administration charges - contributed by the membership in the form of mandatory membership dues.

Fund Raising event expenses were £5,917.21 and the expenses of administering the charity were £1,403.61 paid for entirely out of the Administration charges - (i.e. from the contributions of Members in the form of 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 to 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.

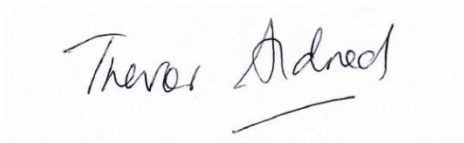
Plans for Future Periods

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 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, reading 'Trevor Aldred', 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 2022

Independent Examiner's report to the Trustees for the year ended 30th June 2022

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

NEWPORT PAGNELL & OLNEY LIONS CLUB (C10)

On accounts for the year
ended

30th JUNE 2022

Charity no
(if any)

1184025

Set out on pages

15 → 20

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

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:

8 DEC 2022

Name:

THOMAS GEORGE JONES

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

ACMA

Address:

8 TALBOTS HIDE

OLNEY, MILTON KEYNES

BUCKINGHAMSHIRE, MK46 5NP.

4. Statement of Financial Activities for the year ended 30th June 2022



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

DISTRICT 105A

ACCOUNTS FOR YEAR ENDED 30th JUNE 2022



**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 2022 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 2022 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. BENBOW

S. J. SUDDENHAY

Position in Club:

SECRETARY

CHIEF ACCOUNTANT

Date:

29.09.22

29/9/2022

NEWPORT PAGNELL & OLNEY LIONS CLUB (CIO)

ACCOUNTS FOR YEAR ENDED 30th JUNE 2022

CHARITY FUND

	£	£	£
Balance Brought Forward at beginning of the year:			8043.13
	Income	Expenses	
Fund Raising			
Motorama 2021	1884.64		
Motorama 2022	2032.55		
Calendar Sales & Sponsors	5831.00		
Hoedown	425.55		
Cherry Fair	112.60		
RiverFest	211.46		
Lions Toast	1661.00		
Easter Egg Raffle	524.00		
Collecting Tins	240.10		
Gift Aid	71.92		
Facebook Fund Raisers	231.19		
Donations	1851.78		
Sundry Income	354.88		
Motorama 2021		990.38	
Motorama 2022		887.38	
Calendars Sales		2277.90	
Hoedown		489.29	
Stall Fees		30.00	
Wine & Cheese		200.00	
Lions Toast		553.38	
Easter Egg Raffle		25.00	
Annual Support Fees		136.00	
Sundry Expenses		327.88	
	15432.67	5917.21	
Total Income less Expenses			9515.46
less Donations (see attached)			10001.57
Balance Carried Forward			7557.02

NEWPORT PAGNELL & OLNEY LIONS CLUB (CIO)

ACCOUNTS FOR YEAR ENDED 30th JUNE 2022

DONATIONS

	£	
Local:		
Olney Town Council Hanging Basket Sponsorship	66.00	
Get Well Soon Flowers	74.97	
Donation to Princess Poppy Appeal	700.00	
Donation to Cowper and Newton Museum	135.00	
Donation to Advantage Africa	800.00	
Donation to Bedford Rotary Club	100.00	
Donation to MK Hospital Cancer Ward Family Room	1346.00	
Donation to OCCC	100.00	
Donation to Kids Cancer Charity	200.00	
Batteries for Local Residents Wheelchair	42.91	
Christmas Biscuits and Cards	<u>1537.96</u>	
		5102.84
National:		
Donation to the South Central Ambulance Service Charity	200.00	
Donation to Cancer Research UK	700.00	
Donation to DG Partners 2022 Appeal - Lifelites	100.00	
Donation to The Woodland Trust	175.00	
Donation to DrugFAM	1000.00	
Spectacle Recycling Postage	44.28	
Lions Youth Funds etc. Contribution	<u>159.45</u>	
		2378.73
International:		
LCIF European Flood Appeal	220.00	
LCIF Haiti Earthquake Appeal	100.00	
LCIF USA Tornado Appeal	200.00	
LCIF Tonga Tsunami Appeal	100.00	
LCIF Madagascar Appeal	100.00	
LCIF Ukraine Appeal	<u>1800.00</u>	
		2520.00
Total Donations Made:		<u><u>10001.57</u></u>

NEWPORT PAGNELL & OLNEY LIONS CLUB (CIO)

ACCOUNTS FOR YEAR ENDED 30th JUNE 2022

ADMINISTRATION FUND

£

Balance Brought Forward at beginning of the year: **104.93**

Income

Membership Subscriptions	813.00	
Social Events	155.00	
Reimbursements ex Charity	199.45	
Gift Aid	180.00	
Sundry Income	<u>350.00</u>	
		1697.45

Expenditure

MD and D Dues	730.75	
International Dues	462.76	
Social Events	144.65	
Sundry Expenditure	<u>65.45</u>	
		1403.61

Balance Carried Forward **398.77**

NEWPORT PAGNELL & OLNEY LIONS CLUB (CIO)

ACCOUNTS FOR YEAR ENDED 30th JUNE 2022

MOVEMENT ON FUNDS

Administration Fund

Balance brought forward 1st July 2021	104.93
Less net cash expenditure in year	-293.84
Balance on Admin Fund 30th June 2022	398.77

Charity Fund

Balance brought forward 1st July 2021	8043.13
Less net cash expenditure in year	486.11
Balance on Charity Fund 30th June 2022	7557.02

TOTAL BALANCE of FUNDS	7955.79
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REPRESENTED BY:

Balance of Business Account at Bank	8434.82
Balance of Paypal / Paypal Just Giving Account	0.00
<i>plus:</i> Cash and Cheques in hand	410.37
<i>less:</i> Unpresented Cheques	-889.40
	7955.79