



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 2023**

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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 2023

Introduction

The Trustees present their annual report, together with the financial statements of the Charity for the year ended 30th June 2023.

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 main 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, in 1977. During this time the Club has striven to always work on the basis of fairness, common sense and 'best 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 or support 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 all 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 Fund Raising 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, printer cartridges, mobile ‘phones and hearing aids
- 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 sale of Town Calendars, Annual Motorama Car Show, Whisky Tasting Events, etc.
 - Making donations to charities and other good causes. We have supported International Causes (particularly through our International Charity, LCIF); National Causes and (mainly) Local causes in Olney, Newport Pagnell and the surrounding villages and towns. In particular, this year we have supported:
 - Newport Pagnell Scouts Jubilee Fund
 - The Kitchener Centre in Olney
 - A local Tea & Chat group
 - A local group on a ‘Trip to Luton’
 - Olney Infant Academy
 - Cowper and Newton Museum
 - District Governors 2023 Appeal - Victa
 - The Woodland Trust
 - OPCC Christmas Tree Fund
 - The District Senior Citizens Party Event
 - MK Food Bank
 - Unseen (UK)
 - Olney Allotment Holders Association
 - Newport Pagnell Youth Club
 - Olney Youth Club
 - The purchase and distribution of Christmas Biscuits and Cards
 - LCIF Puerto Rico Appeal
 - LCIF Ukraine Refugees Appeal
 - LCIF Turkey Earthquake Appeal
 - LCIF Mississippi Tornado Appeal
 - Lions District Youth Fund and Youth Exchange Funds
- Organising a lively social calendar for our Members and Friends – e.g. dinners, fun quizzes, supporting local eateries, 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 service activity and 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 – sometimes 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 Olney Riverfest (Service Activity)
- Marshalling Duties at Ferrari Owners Club Summer Party (Service Activity)
- Annual Motorama Event
- Attending a Clay Shoot Event with Rushden Lions
- Lions Toast - Wine Tasting Event
- Marshalling Duties at Olney Fireworks Display (Service Activity)
- Helping maintain the Olney Amazing Grace Community Orchard (Service Activity)
- Progressing Our Town Calendars Sales and Sponsorship Campaigns
- Participating in the Newport Pagnell Christmas Lights Switch On Event
- Organising the Dickens of a Christmas Craft Fair
- Distributing Christmas Parcels (Service Activity)
- Promoting Message In A Bottle (Service Activity) - ongoing
- Organising Spectacle Collection and Re-cycling (Service Activity) – ongoing
- Organising and Running Various other Re-cycling Projects (Service Activity) – printer cartridges, hearing aids, mobile phones, etc. - 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 from groups or individuals. 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.

REVIEW OF THE YEAR

Our Club, (like many other Lions clubs and other charitable organisations), was hard-hit by the Covid pandemic. But we are now seeing the light at the end of the tunnel. We have had an exciting and energetic new Member join our Pride - and we have some great new Friends. Many of our Fund Raising activities have now been re-instated. We have received a number of wonderful donations from our Friends, from other local organisations and from the local business community - including handsome donations from HCB Solicitors, The Ferrari Owners Club and The Olney Group – and fabulous support from the Four Pillars Tandoori Restaurant - and from Allen's of Olney, who were our main Calendar Sponsor this year.

Our (gross) income this year is around £17,200 – which is up to pre-Covid levels! – and is a fantastic achievement – especially in the circumstances.

With this re-charge of our energies and resources, we have ‘doubled-down’ and worked really hard. In these difficult times, we have tried even harder to bring our humanitarian aid to those in need. We firmly believe that the Club still ‘punches well above its weight’ – especially given the low-ish number of active Members we now have.

The Club would like to sincerely thank the local community, shops, businesses, town councils and other organisations for their continued and extremely generous support for our activities – and with which we could not do without! In addition, the Club would like to make a very special ‘thank you’ to the small army of Lions Friends, that also help us out when we are a little short of hands – throughout the year.

Grants were split between grants to charitable causes or organisations and grants for individuals.

Grants were split by geography as follows:

- Local 69%
- National 14%

- International 17%

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 Charity received around 30 applications for grants and service requests in 2022/23. 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 20 grants and other 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 £7016.05. A list of these can be found in the financial statements below.

The total income for the year was £17,236.91 from Fund Raising events and a further £1,400.67 from Administration charges - contributed mainly by the Membership in the form of mandatory membership dues.

Fund Raising event expenses were £6,316.41 - and the expenses of administering the charity were £1,255.04 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

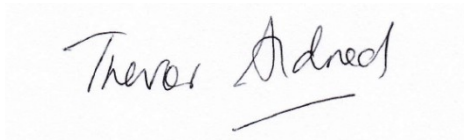
Trustees have been keen to steadily expand the charitable giving of the charity for some time, but have been cautious not to create a demand that cannot be met. In summary, the Clubs main plans are to get back up to speed following the pandemic, build our Charity Fund (and thus be able to

support more good causes), 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 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)

25th September 2023

3. Independent Examiner's Report to the Trustees for the year ended 30th June 2023

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 PARNELL & OLNEY LIONS CLUB

On accounts for the year
ended

30 JUNE 2023

Charity no
(if any)

Set out on pages

15 → 20 inc.

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:

21 SEP 2023

Name:

THOMAS G JONES

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

ACMA.

Address:

8 TALBOTS HYDE

OLNEY

BUCKINGHAMSHIRE. MK46 5NP.

4. Statement of Financial Activities for the year ended 30th June 2023



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

DISTRICT 105A

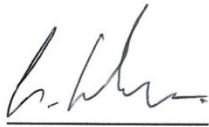
ACCOUNTS FOR YEAR ENDED 30th JUNE 2023

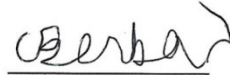


**REPORT OF THE AUDITORS TO THE MEMBERS OF THE NEWPORT PAGNELL
& OLNEY LIONS CLUB (CIO)**

We have examined the books and records of the Newport Pagnell & Olney Lions Club for the year ended 30th June 2023 and confirm that they are a true and fair record of the club's accounts.

Signature:





Name:

STEPHEN HOLMAN

CALLUM BENDOR

Position in Club:

Member

Member

Date:

23/8/23

23/8/23

NEWPORT PAGNELL & OLNEY LIONS CLUB (CIO)

ACCOUNTS FOR YEAR ENDED 30th JUNE 2023

CHARITY FUND

	£	£	£
Balance Brought Forward at beginning of the year:			7557.02
	Income	Expenses	
Fund Raising			
Motorama 2023	1418.88		
Calendars 2023	5174.25		
Curry Night Event	1535.00		
Dickens Event	2650.90		
Cherry Fair	95.23		
Lions Toast Event	2648.00		
Swan Pub Quiz	1608.00		
Donation from Ferrari Owners	300.00		
Donation from The Olney Group	500.00		
Other Sundry Donations	123.55		
Collecting Tins	231.69		
Gift Aid Receipts	364.98		
PayPal Giving Fund	18.75		
Printer Cartridge Recycling Scheme	251.55		
Easy FundRaising Scheme	15.03		
Riverfest Receipts	212.30		
Sundry Income	88.80		
Motorama Events		975.16	
Calendars 2023		2192.02	
Curry Night Event		650.00	
Dickens Event		470.00	
Lions Toast Event		1277.50	
Christmas Raffle		32.59	
Christmas Lights		21.94	
Website Maintenance Fees		228.00	
ICO Fee		40.00	
Just Giving Fund Fee		96.00	
Card Reader Fees		13.87	
Other Sundry Expenses		319.33	
	17236.91	6316.41	
Total Income less Expenses			10920.50
less Donations (see attached)			7016.05
Balance Carried Forward			11461.47

NEWPORT PAGNELL & OLNEY LIONS CLUB (CIO)

ACCOUNTS FOR YEAR ENDED 30th JUNE 2023

DONATIONS

	£	
Local:		
Donation to NP Scouts Jubilee Fund	500.00	
Donation to the Kitchener Centre	150.00	
Donation to local Tea & Chat group	120.00	
Donation to local Trip to Luton group	90.00	
Donation to Olney Infant Academy	800.00	
Donation to Cowper and Newton Museum	130.00	
Donation to OPCC Xmas Tree Fund	100.00	
Donation to MK Food Bank	250.00	
Donation to OAHA	100.00	
Donation to Newport Pagnell Youth Club	500.00	
Donation to Olney Youth Club	100.00	
Miscellaneous Donations	280.00	
Christmas Biscuits and Cards	1326.00	
Service Give-Aways	390.60	
		4836.60
National:		
Donation to DG Partners 2022 Appeal - Victa	250.00	
Donation to The Woodland Trust	150.00	
Donation to District Senior Citizens Event	100.00	
Donation to Unseen (UK)	250.00	
Spectacle Re-cycling Postage	87.55	
Lions Youth Funds etc. Contribution	141.90	
		979.45
International:		
LCIF Puerto Rico Appeal	100.00	
LCIF Ukraine Refugees Appeal	500.00	
LCIF Turkey Earthquake Appeal	500.00	
LCIF Mississippi Tornado Appeal	100.00	
		1200.00
Total Donations Made:		<u>7016.05</u>

ACCOUNTS FOR YEAR ENDED 30th JUNE 2023

ADMINISTRATION FUND

£

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

398.77

Income

Membership Subscriptions	663.00
Social Events	145.00
Reimbursements ex Charity	141.90
Gift Aid	230.77
Sundry Income	<u>220.00</u>

1400.67

Expenditure

MD and D Dues	593.50
International Dues	443.29
Social Events	144.00
Sundry Expenditure	<u>74.25</u>

1255.04

Balance Carried Forward

544.40

NEWPORT PAGNELL & OLNEY LIONS CLUB (CIO)

ACCOUNTS FOR YEAR ENDED 30th JUNE 2023

MOVEMENT ON FUNDS

Administration Fund

Balance brought forward 1st July 2022	398.77
Less net cash expenditure in year	-145.63
Balance on Admin Fund 30th June 2023	544.40

Charity Fund

Balance brought forward 1st July 2022	7557.02
Less net cash expenditure in year	-3904.45
Balance on Charity Fund 30th June 2023	11461.47

TOTAL BALANCE of FUNDS	12005.87
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REPRESENTED BY:

Balance of Business Account at Bank	11715.62
Balance of PayPal / PayPal Just Giving Account	0.00
<i>plus:</i> Cash and Cheques in hand	290.25
<i>less:</i> Unpresented Cheques	0.00
	12005.87