

# **Report of the Trustees of the Mayor of Felixstowe Charity Fund**

## **For the Year Ended 31<sup>st</sup> May 2024**

### **REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity Number:** 1184138

**Registered Office:**

Town Hall  
Felixstowe  
IP11 2AG

**Trustees:**

- Seamus Bennett
- Mike Deacon
- Sharon Harkin

All trustees serve in a voluntary capacity.

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### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Mayor of Felixstowe Charity Fund is controlled by its governing document, the Constitution dated 26<sup>th</sup> June 2019.

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### **OBJECTIVES AND AIMS**

The charity's objects ('the objects') are:

For the benefit of such charitable purpose or purposes according to the laws of England and Wales, or such charitable organisation, in particular but not exclusively for the benefit of the residents of Felixstowe as the trustees shall decide.

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### **REVIEW OF 2023/24**

The Mayor of Felixstowe Charity Fund was formed in June 2019 to administer funds raised by the Mayor in each municipal year.

In the civic year 2023/24, Cllr Seamus Bennett as Mayor of Felixstowe, raised funds for the following four nominated charities:

- **National Coastwatch Institution** – Charity number: 1159975
- **Felixstowe Volunteer Coast Patrol & Rescue Services** – Charity number: 1082443

- **Boost Felixstowe Ltd** – Charity number: 1083875
- **Pushchair Pitstop** – Charity number: 1135596 (operating as part of the Parochial Church Council of the Ecclesiastical Parish of Felixstowe, St John the Baptist with St Edmund)

#### **Fundraising Events Included:**

- Quiz Night
- Fashion Show
- Curry Night
- Boost Concert
- NCI Heritage Open Day
- Pitstop Mania
- Auction of Promises
- Boat Pull / Disco
- Sponsored Coast to Coast Bike Ride
- Mayor's Charity Ball
- Civic event collections and donations

Amongst the various successful events, the Fashion Show and Mayor's Charity Ball were particularly well received, demonstrating strong community support, and pledges from the sponsored bike ride exceeded £7,000.

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#### **FINANCIAL REVIEW**

- **Income:** £26,682.65
- **Expenditure:** £26,014.84
- **Net movement in funds for the year:** £667.81

The Trustees note that, due to increased charitable fundraising activities, the charity once again exceeded the £25,000 threshold for audit. As such, the accounts have been reviewed and signed by an MAAT-qualified independent examiner.

Funds were distributed equally to the four nominated charities once all fundraising activities were settled.

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#### **PUBLIC BENEFIT STATEMENT**

The Trustees confirm that they have referred to the Charity Commission's guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities. The fundraising efforts of the charity provide direct benefits to local organisations that support the Felixstowe community, helping services that might otherwise struggle for funding. The selection of recipient charities each year ensures that a broad range of social, health, and welfare needs are supported, improving the lives of residents across the town.

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## **RISK MANAGEMENT**

The Trustees recognise the importance of risk management and acknowledge that there is a need to develop a more structured approach to identifying and mitigating risks. Areas of potential risk include financial oversight, governance, event-related liabilities, and maintaining public trust. Going forward, the Trustees will work towards implementing a more formal risk assessment process.

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## **PLANS FOR THE FUTURE**

Since the formation of the Mayor of Felixstowe Charity Fund in May 2019, the pandemic during 2020/21 and the ongoing cost of living crisis have reinforced the importance of supporting local charities. The Trustees will continue to focus on raising funds and increasing the visibility of charities that provide the greatest impact to the Felixstowe community.

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**In approving this Annual Report the Trustees declare that there were no serious incidents or other matters relating to the charity over the financial year that should have been brought to the attention of the Charity Commission. However the Trustees acknowledge that the accounts for the year 2022-23 were inadvertently submitted late due to an administrative oversight. The Trustees have taken steps to address this and ensure that accounts are submitted in a timely manner in future.**

Signed



Date

18.3.25

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**Mayor of Felixstowe Charity Fund**

**EXAMINATION CERTIFICATE FOR THE CHARITY ACCOUNTS**

**Charity No: 1184138**

**Year Ending 31<sup>st</sup> May 2024**

I have examined the accounts comprising the Charity accounts together with all the relevant supporting documents and have obtained all the necessary information and explanation relating to these accounts.

I certify that the final accounts present an accurate picture of the activities and transactions undertaken on behalf of the Charity.

Signed:  .....

Independent Examiner - CLIVE BURY (MAAT)

Date - 14/3/2025