

Trustees' Annual Report

for the period

From (start date)

| | | | | | |
|---|---|---|---|---|---|
| 0 | 1 | 0 | 7 | 2 | 0 |
|---|---|---|---|---|---|

 to (end date)

| | | | | | |
|---|---|---|---|---|---|
| 3 | 0 | 0 | 6 | 2 | 1 |
|---|---|---|---|---|---|

Section A

Reference and administration details

Charity name

CHELMSFORD LIONS CIO

Other names the charity is known by

Registered charity number (if any)

1185328

Charity's principal address

357 SPRINGFIELD ROAD

CHELMSFORD

ESSEX

Postcode

| | | | | | |
|---|---|---|--|--|--|
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|---|---|---|--|--|--|

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|---|---|---|
| G | A | F |
|---|---|---|

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 | MARTIN WOOD | CHAIR | | |
| 2 | PAUL SKILTON | SECRETARY | | |
| 3 | MALCOLM LONSDALE | TREASURER | | |
| 4 | TRACEY FIELD | TRUSTEE | | |
| 5 | ANDREA COOPER | TRUSTEE | | |
| 6 | ROBERT PAGE | TRUSTEE | | |
| 7 | | | | |
| 8 | | | | |
| 9 | | | | |
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| 11 | | | | |
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| 13 | | | | |
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| 18 | | | | |
| 19 | | | | |
| 20 | | | | |

Names of the trustees for the charity, if any (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| | |
| | |
| | |

Section A

Reference and administration details (continued)

Names and addresses of advisers (optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| | | |
| | | |
| | | |
| | | |

Name of chief executive or names of senior staff members (optional information)

Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg trust deed, constitution)

CONSTITUTION

How the charity is constituted
(eg trust, association, company)

CIO CONSTITUTION ASSOCIATION

Trustee selection methods
(eg appointed by, elected by)

APPOINTED OR REAPPOINTED ANNUALLY AT AGM

Additional governance issues (optional information)

You **may choose** to include additional information, where relevant, about:

- 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.

MEMBERSHIP OF THE LIONS IS OPEN TO ANYONE OVER 18 OF GOOD MORAL CHARACTER AND GOOD REPUTATION IN THE COMMUNITY

LIONS CLUBS ARE DIVIDED INTO DISTRICTS REGIONS AND ZONES AND NATIONALLY EACH CLUB OPERATES AUTONOMOUSLY

THERE ARE A NUMBER OF LIONS POLICIES WHICH HAVE BEEN ADOPTED BY CHELMSFORD LIONS CIO INCLUDING:-

RISK MANAGEMENT
SAFEGUARDING VULNERABLE BENEFICIARIES
CONFLICTING INTERESTS
VOLUNTEER MANAGEMENT
COMPLAINTS HANDLING

ON THE 30 JUNE 2021 THE LIONESSE CLUB WAS WOUND UP IN COMPLIANCE WITH LIONS CLUB INTERNATIONAL POLICY.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

GENERAL CHARITABLE PURPOSES SERVING THE COMMUNITY WITHOUT PERSONAL RECORD. SUPPORTING YOUTH. PROMOTING VOLUNTARY SERVICE FOR PUBLIC BENEFIT. IMPROVING CONDITION OF LIFE NATIONALLY, LOCALLY AND INTERNATIONALLY. ADVANCEMENT OF HEALTH SAVING LIVES BY PREVENTING AVOIDABLE BLINDNESS

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 COLLECTION OF SPECTACLES FROM VARIOUS OUTLETS FOR ONWARD TRANSMISSION TO THIRD WORLD COUNTRIES. SPONSORED WALK FOR DIABETES. ORGANISED LITTER PICKS AND MEMBERS HELPING AT VACCINATION CENTRES.

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 OUR MEMBERS HAVE SPENT WORKING WITH THE LOCAL COMMUNITY AND CHARITIES. WITHOUT THEIR VALUABLE CONTRIBUTION OF TIME, ENERGY AND EXPERTISE WE WOULD NOT HAVE BEEN ABLE TO ACHIEVE SO MUCH.

THERE ARE NO RESTRICTIONS ON OUR POLICY OF GIVING GRANTS. HOWEVER APPLICATIONS FROM CHELMSFORD AND SURROUNDING AREAS ARE GIVEN PRIORITY

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

COVID DID HAVE AN IMPACT ON OUR FUNDRAISING ACTIVITIES AND OUR COMMUNITY SERVICE PROJECTS HOWEVER OUR ANNUAL SLEIGH STREET COLLECTIONS WHICH WERE REDUCED STILL MANAGED TO RAISE OVER £4000 WHICH WAS DONATED TO LOCAL CHARITIES

ALTHOUGH THE FARLEIGH HOSPICE TREE RECYCLING PROJECT DID NOT GO AHEAD THE PUBLIC STILL MADE SIGNIFICANT DONATIONS AND THIS ENABLED US TO DONATE £4000 TO FIVE LOCAL CHARITIES

WE ALSO RAISED OVER £400 FOR THE LIONS BRAIN TUMOUR RESEARCH PROJECT

WE PARTNERED WITH THE CHARITY BAGS OF TASTE TO PROMOTE HEALTHY EATING ON A BUDGET, PACKING AND DELIVERING ENOUGH FOOD WITH RECIPES TO PREPARE AND COOK HEALTHY MEALS TO OVER 60 FAMILIES IN THE LOCAL AREA.

Section E

Financial review

Brief statement of the charity's policy on reserves

CASH AT BANK AT 30/6/21 WAS £4733 IN UNRESTRICTED FUNDS. THERE IS NO REAL FINANCIAL RISK.
IF WE ARE UNABLE TO ARRANGE FUND RAISING EVENTS THEN THIS WOULD RESTRICT OUR ABILITY TO DONATE TO LOCAL CHARITIES AND LOCAL COMMUNITIES

Details of any funds materially in deficit

NOT APPLICABLE

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 OUR CHRISTMAS STREET COLLECTIONS AND GRANTS, DONATIONS AND GIFT AID.
THIS HAS ENABLED US TO MAKE DONATIONS TO LOCAL CHARITIES AND PROVIDE FUNDS FOR COMMUNITY SERVICE ACTIVITIES AND REQUESTS FOR MEDICAL EQUIPMENT

Section F

Other optional information

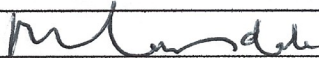
Section G

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)

MALCOLM DERRICK HONSDALE

Position (eg Secretary, Chair, etc)

TREASURER

Date

08 03 22

**CHELMSFORD LIONS CIO
HALL ACCOUNT
01JUL2020-30JUN2021**

| <u>SUMMARY</u> | |
|---------------------------------|-----------|
| | £ |
| Balance b/fwd 01/07/2020 | 3,346.62 |
| Income | 11,498.08 |
| Expenditure | 5,229.56 |
| Balance c/fwd 30/06/2021 | 9,615.14 |
| Debtors | |
| Commitment | 165.00 |
| Balance Available | 9,450.14 |

C

| <u>ACCOUNTS BREAKDOWN</u> | | | |
|----------------------------------|------------------|----------------------------------|-----------------|
| INCOME | | EXPENDITURE | |
| | £ | | £ |
| Hall Hire | 90.00 | Electricity | 120.00 |
| Electricity Meter | 22.00 | Water | 66.67 |
| Electricity Refund | 136.08 | Fire Extinguisher Annual service | 181.86 |
| Local Authority Grant | 10,000.00 | Hall Repairs | 2,760.00 |
| Bank Incentive payment | 1,250.00 | Insurance | 218.93 |
| | | Bank Charges | 12.10 |
| | | Lion charity A/C | 500.00 |
| | | Lion Admin A/C | 1,370.00 |
| TOTAL | 11,498.08 | TOTAL | 5,229.56 |
| DEBTORS | | COMMITMENTS | |
| Christian Embassy | 0.00 | Prepaid-New Elizabethan Lodge | 105.00 |
| Chelmsford Lionesses | 0.00 | Prepad-Gateof Heaven | 60.00 |
| Prayer Session | 0.00 | | |
| Gate of Heaven | 0.00 | | |
| TOTAL | 0.00 | TOTAL | 165.00 |

CHELMSFORD LIONS CIO
Lioness Admin Account
1st July 2020 - 30th June 2021

| <u>SUMMARY</u> | |
|---------------------------------|----------|
| | £ |
| Balance b/fwd 01/07/2019 | 281.39 |
| Income | 972.00 |
| Expenditure | 1,253.39 |
| Balance c/fwd 30/06/2020 | 0.00 |
| Debtors | |
| Commitment | |
| Balance Available | 0.00 |

| <u>ACCOUNTS BREAKDOWN</u> | | | |
|----------------------------------|----------|---------------------------------------------|----------|
| | £ | | £ |
| <u>Income</u> | | <u>Expenditure</u> | |
| Subscriptions | 570.00 | Multi District Dues | 468.00 |
| Christmas Bingo | 2.00 | Lions Hall Hire | 90.00 |
| Donation | 50.00 | Presidents present | 100.00 |
| Refund from Lions for Charter | 300.00 | Prizes for Christmas Bingo | 20.00 |
| President's Present | 50.00 | Transfer donation | 50.00 |
| | | Donation to retiring Lioness chairman | 25.00 |
| | | Donation to retiring Conference Coordinator | 25.00 |
| | | Balance transfer to Chelmer Ladies Club | 475.39 |
| Total Income | 972.00 | | |
| | | Total Expenditure | 1,253.39 |

CHELMSFORD LIONS CIO
Lioness Charity Account
1st July 2020- 30th June 2021

SUMMARY

| | <u>£</u> |
|--------------------------|------------|
| Balance b/fwd 01/07/2020 | 209.61 |
| Income | 2,401.00 |
| Expenditure | (83.98) |
| Donations | (2,526.63) |
| Balance c/fwd 30/06/2021 | 0.00 |
| Debtors | |
| Commitment | |
| Balance Available | 0.00 |

ACCOUNTS BREAKDOWN

| <u>Income</u> | <u>£</u> |
|--------------------------------|----------|
| Sponsored Bike ride | 930.00 |
| Refund for Jumble sale 03/20 | 101.50 |
| Donations | 345.00 |
| MacMillan Coffee Morning | 317.00 |
| Share Lions Sleigh run profits | 707.50 |
| | 2,401.00 |

| <u>Expenditure</u> | <u>£</u> |
|----------------------------------------|----------|
| Repairs to Gazebo | -28.98 |
| Helen Rollason christmas draw | -10.00 |
| Catholic Womens League re zoom licence | -25.00 |
| Essex Air ambulance Christmas draw | -20.00 |

(83.98)

Grants & Donations

| | |
|---------------------------------|----------|
| Mcmillan Cancer Support | (350.00) |
| Farleigh Hospice | (870.00) |
| LCI Brain Tumour Appeal | (400.00) |
| Chess | (200.00) |
| Support Dogs | (200.00) |
| Huntingdons Disease Association | (200.00) |
| The Willow Trust | (50.00) |
| Safer Places | (200.00) |
| Stroke Association | (56.63) |

Total (2,526.63)

CHELMSFORD LIONS CIO
Lions Charity Account
1st July 2020 - 30th June 2021

| <u>Summary</u> | |
|--------------------------|-------------|
| | £ |
| Balance b/fwd 01/07/2020 | 14,027.04 |
| Income | 13,596.64 |
| Expenditure | (10,633.65) |
| Donations | (12,256.43) |
| Balance c/fwd 30/06/2021 | 4,733.60 |
| Debtors | |
| Commitments | |
| Balance Available | 4,733.60 |

ACCOUNTS BREAKDOWN

| <u>Income</u> | £ |
|--------------------------------|------------------|
| Xmas Float | 3,980.91 |
| Just Giving donations | 977.64 |
| Quiz | 58.76 |
| MIAB | 56.33 |
| Gift Aid | 2,743.73 |
| Donations | 257.00 |
| Farleigh Tree Recycling | 4,128.37 |
| Closure of 100 club | 691.90 |
| T/f from Hall account | 500.00 |
| Charity t/f from admin account | 202.00 |
| | <u>13,596.64</u> |

| <u>Expenditure</u> | £ |
|------------------------------------|--------------------|
| Ambassador Youth Award | (30.00) |
| Raffle tickets | (10.00) |
| Business Grant to Hall A/c | (10,000.00) |
| Bauer Media Consumer | (9.90) |
| Insurance and Youth | (176.25) |
| Quiz Wimmners | (40.00) |
| Gift aid Subs t/f to Admin/Account | (367.50) |
| | <u>(10,633.65)</u> |

This is a monthly direct debit payment error of £3.30 commencing in April to be refunded.

Donations

| | |
|--------------------------------|--------------------|
| Farleigh Hospice | (1,093.18) |
| Essex Landrover | (100.00) |
| PKD | (100.00) |
| Lionesses Static bike Ride | (200.00) |
| Riding for the disabled | (220.00) |
| Royal society for Blind | (200.00) |
| Chelmsford Community Transport | (200.00) |
| Chelmsford City Mencap | (200.00) |
| Asthma relief | (380.00) |
| Helen Rollason | (783.75) |
| Havens Hospice | (426.25) |
| Barrow Farm | (675.75) |
| New City WI | (364.25) |
| Chess | (327.50) |
| Chelmsford Lionesses | (707.50) |
| Sanctus | (460.00) |
| Hearing Dogs | (100.00) |
| Essex & Herts Ambulance | (260.00) |
| LCIF Lebanon appeal | (250.00) |
| Families in Focus | (432.50) |
| Guide Dogs | (1,376.00) |
| Interact | (1,376.00) |
| Helping Hands | (460.00) |
| Mayors Charity | (153.75) |
| Next Chapter | (250.00) |
| Safer Places | (250.00) |
| Chelmsford Young Gen | (100.00) |
| Lions LCIF India Appeal | (250.00) |
| Lions DG Appeal | (100.00) |
| North and Mid Essex Mind | (460.00) |
| | <u>(12,256.43)</u> |

Cheque not cashed at 30/06/21
Cheque not cashed at 30/06/21
Cheque not cashed at 30/06/21
Cheque not cashed at 30/06/21
Cheque not cashed at 30/06/21
Cheque not cashed at 30/06/21

Cheques not cashed from 2019/20

| | |
|-------------------|-----------------|
| Macmillan Nurses | (200.00) |
| British Red Cross | (500.00) |
| Mind | (250.00) |
| Total | <u>(950.00)</u> |

CHELMSFORD LIONS CIO
Lions Admin Account
1st July 2020 - 30th June 2021

| <u>SUMMARY</u> | |
|---------------------------------|-----------------|
| | <u>£</u> |
| Balance b/fwd 01/07/2020 | 603.99 |
| Income | 3,479.75 |
| Expenditure | (2,338.73) |
| Balance c/fwd 30/06/2021 | 1,745.01 |
| Debtors | |
| Commitment | |
| Balance Available | 1,745.01 |

| <u>ACCOUNTS BREAKDOWN</u> | | | |
|----------------------------------|-----------------|---------------------------|-------------------|
| <u>Income</u> | <u>£</u> | <u>Expenditure</u> | <u>£</u> |
| Subscriptions | 1,566.00 | <u>Capitation</u> | |
| Transfer from Hall A/c | 1,370.00 | Multiple district 105 | (684.00) |
| Gift Aid | 367.50 | District 105EA | (96.00) |
| Insurance | 176.25 | International | (752.83) |
| | | Youth and Insurance | (160.25) |
| | | | <u>(1,693.08)</u> |
| | | <u>Other</u> | |
| | | Charter Deposit | (300.00) |
| | <u>3,479.75</u> | Regalia | (42.65) |
| | | Website | (76.00) |
| | | Zoom use | (25.00) |
| | | T/f to Charity | (202.00) |
| | | | <u>(2,338.73)</u> |

CHELMSFORD LIONS CIO
Overall Summary
July 1st 2020 - 30th June 2021

| <u>SUMMARY</u> | |
|---------------------------------|-------------|
| | £ |
| Balance b/fwd 01/07/2020 | 18,468.65 |
| Income | 31,947.47 |
| Expenditure | (19,539.31) |
| Donations | (14,783.06) |
| Balance c/fwd 30/06/2021 | 16,093.75 |
| Debtors | |
| Commitment | 165.00 |
| Balance Available | 15,928.75 |

| <u>ACCOUNTS BREAKDOWN</u> | | | |
|----------------------------------|-----------------|---------------------------|-------------------|
| <u>Income</u> | | <u>Expenditure</u> | |
| Lions Admin Account | 3,479.75 | Lions Admin Account | (2,338.73) |
| Lions Charity Account | 13,596.64 | Lions Charity Account | (10,633.65) |
| Hall Account | 11,498.08 | Hall Account | (5,229.56) |
| Lioness Admin Account | 972.00 | Lioness Admin Account | (1,253.39) |
| Lioness Charity Account | 2,401.00 | Lioness Charity Account | (83.98) |
| Total | <hr/> 31,947.47 | Total | <hr/> (19,539.31) |
| | | <u>Donations</u> | |
| | | Lions | (12,256.43) |
| | | Lionesses | (2,526.63) |
| | | Total | <hr/> (14,783.06) |

**Independent Examiner's Report to the Trustees of the Chelmsford Lions CIO for the
Year ending 30 June 2021**

I report to the trustees on my examination of the accounts of the above charity ('the Trust') for the year ended 30th June 2021.

Responsibilities and basis of the 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 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 did not accord with the accounting records

I have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



A. Liversedge ACIB
15 Barnaby Rudge
Chelmsford
CM1 4YG

28th December 2021