

Trustees' Annual Report

for the period from 1st July 2024 to 30th June 2025

Reference and administration details

Charity name: Swanage and Purbeck Rotary Charitable Incorporated Organisation

Other names charity is known by: Swanage & Purbeck Rotary CIO

Charity registration number: 1188946

Charity's principal address: Beach Cottage, 8 De Moulham Road, Swanage, Dorset
BH19 1NY

Names of the charity trustees who manage the charity

Trustee name	Office	Date acted for, if not whole year	Name of person (or body) entitled to appoint trustee (if any)
Maggie Hardy	Chairperson		
Christopher LeFevre	Secretary		
Stephen Parsons	Treasurer		

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

None

Structure, governance and management

Description of the charity's trusts

Type of governing document: Constitution adopted 7th April 2020

How the charity is constituted: Charitable Incorporated Organisation

Trustee selection methods: Trustees are elected in accordance with the roles identified in the Constitution, annually at the Annual General Meeting

Objectives and activities

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

The relief of the poor and needy in Swanage or on the Isle of Purbeck or in any other part of the United Kingdom or elsewhere in the World, or such other charitable purpose as members of the CIO shall, in a duly constituted meeting, direct.

Summary of the main activities undertaken for the public benefit in relation to these objects:

The main activities during the period covered by this report were:

- the annual Summer Fête in August;
- operation of a charity shop in Swanage Town Centre in December;
- the running of the Swanage Christmas Market;
- a Christmas card delivery service to local addresses during December;
- Santa's Sleigh, undertaking a tour of the town and surrounding area over a three week period in December.

In addition, funds are also raised for projects in other parts of the world benefitting poorer communities and territories.

Achievements and performance

Summary of the main achievements of the charity during the period:

The Rotary Summer Fête, historically a mainstay of the summer programme in Swanage, took place in early August. Unfortunately the day dawned wet and windy and despite best efforts had to be abandoned early. Despite that, a small surplus was achieved.

December 2024 was once again a very busy time, with four major activities taking place during the month. Together these activities alone raised approximately £15,000, significantly boosting the funds available to donate to good causes.

More than £49,000 has been donated to charities, schools and other good causes during the period. This included more than £28,000 donated to The Rotary Foundation, Rotary's own charity, which will be used for the benefit of those less fortunate around the world.

Other significant donations were made to the following organisations:

- ShelterBox, helping people affected by natural disasters;
- Purbeck Youth Music, enabling local youngsters to start learning a musical instrument;
- Swanage & Purbeck Development Trust, a local organization enabling projects in the community;
- Dementia Friendly Purbeck, a local organization providing support for those affected by Dementia and their families;
- Médecins Sans Frontières, an international medical support charity;
- Aquabox, a charity dedicated to providing communities with the ability to have clean water;
- Wareham Air Cadets;
- Bournemouth Hospital's BEACCH building, helping to furnish the children's waiting room in this brand new facility;
- DAIT 4 Change, a local charity helping women affected by domestic abuse;
- Mercy Ships, an international organisation providing mobile healthcare facilities;
- Local schools.

Financial review

Brief statement of the charity's policy on reserves:

Cash at bank at 30th June 2025 was £12,903.38, which included £2,258.86 in reserves, and £2,839.99 in designated funds. The main financial risk to the charity is cancellation of events hitting fundraising opportunities resulting in less money being available for the causes that we wish to support.

Details of any funds materially in deficit:

Not applicable

Other Optional Information

The organisation is reviewing its portfolio of activities in order to ensure that maximum potential and opportunity is derived from everything that it undertakes.

Declaration

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

Signed on behalf of the charity's trustees:

Signature

Full Name: Maggie Hardy

Position : Chairperson

Date:

Receipts and Payments for period ended 30th June 2025

CIO Activities	Receipts	Expenses	Donations	Net	2024
From / To Designated Funds	0.00	0.00		0.00	(500.00)
Charity Pop-Up Shop	5,559.21	(37.62)		5,521.59	5,309.69
Christmas Gift Bags	0.00	(156.19)		(156.19)	0.00
Christmas Market	3,931.09	(1,092.52)		2,838.57	1,703.91
Christmas Mail	1,361.74	0.00		1,361.74	1,432.57
Disaster Relief	636.31	0.00		636.31	0.00
Kids Out	0.00	0.00		0.00	(550.00)
Polio Plus	4.92	0.00		4.92	491.00
President's Charities	796.00	0.00		796.00	0.00
Rotary District Youth Levy	0.00	(90.00)		(90.00)	(75.00)
Santa Sleigh	5,880.30	(301.91)		5,578.39	4,733.63
Shoeboxes (Wessex Rotary CIO)	0.00	(748.70)		(748.70)	(1,391.63)
Silver Saturday	320.39	(225.79)		94.60	59.61
Summer Fête	6,666.95	(3,415.53)		3,251.42	4,443.72
Young Musicians	30.00	(296.00)		(266.00)	0.00
	25,186.91	(£6,364.26)		18,822.65	15,657.50
Other Receipts					
Equipment Rental	140.00	0.00		140.00	150.00
HMRC (Gift Aid Refund)	1,077.25	0.00		1,077.25	1,761.29
Rotary eShop (eBay)	296.58	(0.06)		296.52	0.00
Third Party Income / Expenditure	0.00	0.00		0.00	272.43
Misc. Donations Received	3,075.52	0.00		3,075.52	542.42
	4,589.35	(0.06)		4,589.29	2,726.14
Other Payments					
Equipment & Renewals	0.00	(200.71)		(200.71)	(2,112.15)
Independent Examination Fee	0.00	(336.00)		(336.00)	0.00
IT (incl. Website & Zoom Licence)	0.00	(267.50)		(267.50)	(411.36)
Presentation Night	0.00	0.00		0.00	(83.00)
Publicity & Marketing	0.00	0.00		0.00	(34.48)
Remembrance Wreath	0.00	(27.50)		(27.50)	0.00
Small Lottery Licence	0.00	(20.00)		(20.00)	(20.00)
Swanage & Purbeck Chamber of Trade	0.00	(36.00)		(36.00)	0.00
Swanage Town Council	0.00	(1.00)		(1.00)	(1.00)
Water Bottles	0.00	0.00		0.00	(500.00)
Wishing Well	0.00	0.00		0.00	(31.68)
Refund of Duplicate Payments	0.00	0.00		0.00	117.78
	0.00	(888.71)		(888.71)	(3,075.89)
Donations (see page 2)			(23,727.05)	(23,727.05)	(23,204.34)
Designated Funds (see pages 2 & 3)	28,249.34	(213.80)	(25,605.35)	2,430.19	(1,494.69)
Total	£58,025.60	(£7,466.83)	(£49,332.40)	£1,226.37	(£9,391.28)

Detail of Donations	2025			2024	
	Designated Funds	Other Funds	Total	Designated Funds	Other Funds
African Adventures	0.00	0.00	0.00	0.00	300.00
Air Cadets (2185 Wareham Sqdn)	0.00	1,000.00	1,000.00	0.00	0.00
Aquabox	0.00	1,000.00	1,000.00	0.00	0.00
Besom	0.00	100.00	100.00	0.00	0.00
Books for Schools	0.00	160.00	160.00	0.00	152.50
Bournemouth Hospital BEACCH Project	0.00	1,000.00	1,000.00	0.00	0.00
Cancare	0.00	320.00	320.00	0.00	0.00
Corfe Castle Community Pre-School	0.00	200.00	200.00	0.00	411.19
Crazy4Corfe	0.00	500.00	500.00	0.00	600.00
DAIT 4 Change	0.00	1,000.00	1,000.00	0.00	0.00
Dementia Friendly Purbeck	0.00	1,564.60	1,564.60	0.00	1,400.00
Dorset Council	0.00	0.00	0.00	0.00	500.00
Emmanuel Baptist Church	0.00	128.00	128.00	0.00	0.00
Fry & Gregory	0.00	0.00	0.00	0.00	151.40
Greengage Project	0.00	600.00	600.00	0.00	500.00
Hearing Dogs for Deaf People	0.00	0.00	0.00	0.00	200.00
Kanji Project	0.00	0.00	0.00	0.00	272.43
Kids Cancer Charity	0.00	0.00	0.00	0.00	500.00
Littlebirds Pre-School	0.00	0.00	0.00	0.00	80.25
Médecines Sans Frontières	0.00	1,500.00	1,500.00	0.00	0.00
Mercy Ships	0.00	1,000.00	1,000.00	0.00	0.00
Mount Scar Cygnets Playgroup	0.00	0.00	0.00	0.00	188.05
MYTIME	0.00	0.00	0.00	750.00	0.00
Nepal Health Clinics	0.00	0.00	0.00	0.00	500.00
Planet Purbeck	0.00	100.00	100.00	0.00	0.00
Polio Plus (End Polio Now)	0.00	71.45	71.45	1,500.00	560.00
Purbeck Youth & Community Foundation	0.00	0.00	0.00	500.00	0.00
Purbeck Youth Music	0.00	1,700.00	1,700.00	2,220.00	280.00
Purple Community Fund	0.00	250.00	250.00	0.00	2,000.00
RNLI	0.00	0.00	0.00	0.00	100.00
Rotary Club of Swindon Old Town	0.00	0.00	0.00	0.00	30.00
Rotary Foundation	25,147.75	2,852.25	28,000.00	0.00	3,050.00
Shelterbox	0.00	2,500.00	2,500.00	0.00	4,200.00
Sightsavers	0.00	0.00	0.00	0.00	2,000.00
Smile Train UK	0.00	1,000.00	1,000.00	0.00	0.00
South Atlantic Medal Association	0.00	0.00	0.00	0.00	100.00
Swanage Action for Refugees	0.00	0.00	0.00	0.00	1,000.00
Swanage Ambulance Station	457.60	0.00	457.60	542.40	0.00
Swanage Cricket Club	0.00	500.00	500.00	0.00	500.00
Swanage Croquet Club	0.00	150.00	150.00	0.00	0.00
Swanage Defibrillator Partnership	0.00	0.00	0.00	0.00	112.56
Swanage Depression Group	0.00	400.00	400.00	0.00	0.00
Swanage Methodist Church	0.00	120.00	120.00	0.00	0.00
Swanage Museum	0.00	0.00	0.00	0.00	100.00
Swanage Primary School	0.00	0.00	0.00	0.00	115.56
Swanage & Purbeck Development Trust	0.00	1,500.00	1,500.00	0.00	0.00
Swanage Smiles	0.00	810.75	810.75	0.00	0.00
Swanage Town Band	0.00	0.00	0.00	1,000.00	0.00
Swanage Town & Herston FC	0.00	500.00	500.00	0.00	1,694.90
The Swanage School	0.00	0.00	0.00	0.00	1,605.50
Tools With A Mission	0.00	1,000.00	1,000.00	0.00	0.00
Winchester Rotary	0.00	200.00	200.00	0.00	0.00
	£25,605.35	£23,727.05	£49,332.40	£6,512.40	£23,204.34

Movement of Designated Funds for period ended 30th June 2025					
	Balance Brought Forward	Additions	Deductions	Donations	Balance Carried Forward
	2024	2024/25	2024/25	2024/25	2025
Ambulance Station	457.60	0.00	0.00	(457.60)	0.00
End Polio Now	0.00	24,906.97	0.00	(24,500.00)	406.97
Morocco / Libya Disasters	125.00	0.00	0.00	0.00	125.00
Swanage Stroke Club / The Besom	100.00	2,062.82	0.00	0.00	2,162.82
Whitton Legacy	0.00	647.75	0.00	(647.75)	0.00
Wishing Well	(272.80)	631.80	(213.80)	0.00	145.20
Total	£409.80	£28,249.34	(£213.80)	(£25,605.35)	£2,839.99

Movement of Funds - Charitable Incorporated Organisation (CIO)

	Total	Unallocated Funds	Designated Funds
Opening Balance	£11,677.01	£11,267.21	£409.80
Receipts	58,025.60	29,776.26	28,249.34
Expenses	(7,466.83)	(7,253.03)	(213.80)
Donations	(49,332.40)	(23,727.05)	(25,605.35)
Carried Forward	£12,903.38	£10,063.39	£2,839.99
Represented by:			
Lloyds CIO Account	£12,903.38		
	£12,903.38		
Reserves			
Fête Reserve		1,000.00	
Charity Reserve		1,000.00	
Repairs & Renewal Reserve		258.86	
Available Funds		£7,804.53	

INDEPENDENT EXAMINATION

Swanage & Purbeck Rotary Club CIO

Name of Examiner: Kevin Flynn

Occupation of Examiner: Accountant **Are you:** Qualified Accountant **YES** Registered Auditor **NO**

Telephone Number:† 7725649758 **Address:†** 18 Hensler Drive, Salisbury
(for urgent queries only)

Postcode: SP1 3DQ

STATEMENT:

I have reviewed the accounting records kept by the Club and compared the annual return forms presented with those records
I have also carried out the programme of work set out on Form 1.2, 1.21, 1.22 and 1.23
In connection with my examination, no matter has come to my attention that gives me reasonable cause to believe that the fo
have not been met:

- *proper accounting records have been kept*
- *the Annual accounts agree with the records*

I confirm that I am not a member of the Club nor am I closely related to any committee member of the Club.

Examiner: Kevin Flynn (Original Signed) (*Signature*) **Date:** Monday 15th September 2025

Swanage & Purbeck Rotary Club CIO					
Question	Yes	No	Comments		
Section 1 - Analytical Review					
1) Are you satisfied that all accounting records and other necessary documents have been made available for inspection?	X		I have seen accounting records necessary for this Check of the accounts		
2) Review Committee meetings relating to any large transactions. Are all relevant decisions in the minutes reflected in the accounts and are all significant items in the accounts minuted?	X	X			
3) Does the CIO prepare a Charity Account budget or forecast for the year?	X				
4) Are the accounts presented in line with budgets or forecasts?	X				
5) Have the CIO received guidance from District on the preparation of the accounts	X				
6) Are you satisfied that the CIO has followed these policies correctly?	X				
7) Review CIO procedures to control income and expenditure. Are you satisfied that these are adequate to safeguard the funds donated for the use of charitable purposes of the Swanage & Purbeck Rotarty Club charitable account i.e. The CIO's endeavours.	X		Most payments are made by internet banking, otherwise by cheque and both ways need two authorised signatories to approve a payment. Exceptional expenditure discussed and agreed with Committee at meetings or by email.		
8) Please give details of any breakdown in control procedures or mismanagement issues during the year of which you are aware.	X		I have not seen anything that would occasion me to raise a comment		
9) Do the accounting records give a complete and accurate record of the CIO's financial position?	X		Yes		
10) Does the CIO Accounts, as presented, accurately reflect the financial position as shown in the accounting records?	X		Yes		

Swanage & Purbeck Rotary Club CIO			
Question	Yes	No	Comments
Section 2 - Receipts and Payments			
12) Are you satisfied that all receipts and payments transactions on behalf of the CIO have been recorded in the accounting records?	X		The record of receipts and payments are clear and detailed but I have not seen the supporting documentation.
13) Are there any major differences in either receipts or payments as compared with the previous year's accounts? If so, please comment.	X		No
14) Have all receipts and payments been analysed correctly in the cashbook?	X		Yes
15) Have the receipts and payments been totalled correctly?	X		Yes
16) Have all receipts and payments been entered correctly in the Annual Accounts	X		Yes
Section 3 - Restricted Funds	Yes	No	Comments
17) Has all income received for a restricted purpose, and any expenditure against this been correctly declared in the accounting records?	X		Yes
18) Are you satisfied that all income declared as restricted is restricted by the donor and not set aside by the CIO?	X		Yes
19) Are restricted transactions and balances correctly recorded in the Annual Accounts	X		Yes

Swanage & Purbeck Rotary Club CIO			
Question	Yes	No	Comments
Section 4 - Balances and Bank Accounts			
20) Do all brought forward balances agree to the previous year's carried forward balances?	X		Yes
21a) Are you satisfied that all bank accounts or other funds have been included within the accounts?	X		Yes
21b) If not, what accounts are omitted, and what was the balance at 30th June 2025? Please explain why these are omitted.			N/A
22) Have bank account reconciliations been prepared correctly for all accounts?	X		Yes
23) Have all reconciling items cleared promptly through the bank statements after the year-end?	X		
24) Have you investigated any large or unusual items? Please comment on any concerns.		X	N/A
25) Do the bank statement balances and reconciling items agree	X		Yes
26) Do the Balance per Cashbook and the Adjusted Cash and Bank balance in the accounts agree?	X		Yes
27) Have copies of all bank statements showing year-end balances been included with the Annual Accounts	X		Yes

Swanage & Purbeck Rotary Club CIO			
Question	Yes	No	Comments
Section 5 - Disclosures			
28a) Have you verified that all relevant equipment owned by the Trust (i.e. costing over £100) has been included in the Accounts		X	No assets list was received but it appears from the accounts that no assets are held.
28b) If not, please comment on any known unlisted equipment.			N/A
29a) Are you satisfied that all legacies received directly by the Trust have been included	N/A		No evidence of any legancies being received
29b) If not, please provide details of any legacies that have not been correctly listed.			N/A
30a) Are you satisfied that all grants received by the Trust have been included in the Accounts	N/A		No evidence of grants being received
30b) If not, please provide details of any grants that have not been correctly listed.			N/A
31) Are you satisfied that all debtors and creditors have been correctly disclosed in the Accounts	X		
32) Have you reviewed any supporting documentation for the debtors and creditors listed to confirm that they should be included?	N/A		No creditors or debitos shown in the accounts