



Community Lives Matter

Registered Charity, No: 1189401

Trustees' Annual Report & Statement of Financial Activity for the Year Ended 31 December 2020

Trustees

Roy Wynne
Elizabeth Wynne
Alan Heaton
Thomas Whitfield
Neil Rees
Luke Milner



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1 Reference and Administration Details

1.1 Charity Name & Registration

Community Lives Matter

The charity is a Charitable Incorporated Organisation, registration no: 1189401, registered with the Charity Commission on 7 May 2020.

The charity is registered with HM Revenue & Customs

1.2 Charity's Address

Cottage Lane Mission, Cottage Lane, Ormskirk, Lancs. L39 3NE

e-mail: CLMOrmskirk@gmail.com

website: communitylivesmatterormskirk.wordpress.com/

1.3 Names of the Trustees who Manage the Charity

	<i>Role</i>	<i>Appointed</i>	<i>Resigned</i>
Neil Rees	Chair	31/7/2019	
Thomas Whitfield	Treasurer	31/7/2019	
Roy Wynne		31/7/2019	
Elizabeth Wynne		31/7/2019	
Alan Heaton		31/7/2019	
Luke Milner	Secretary	31/7/2019	

1.4 Names of Advisors & Senior Members of Staff

None

1.5 Bank

HSBC Commercial Banking, 49a Fishergate, Preston, Lancs. PR1 8BH

2 Structure, Governance & Management

2.1 Type of Governing Document

Constitution – based on the Charity Commission's model governing document for Foundation Charitable Incorporated Organisations, ie: where the trustees are the only members of the charity.

2.2 Charitable Objects

As defined in 'Community Lives Matter' Constitution (Governing Document):

The Charity's objects are:

To further or benefit the residents of Ormskirk and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said

residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

2.3 Trustee Selection Methods

There must be at least three charity trustees. The maximum number of trustees is 12.

In accordance with the Constitution, apart from the first charity trustees, trustees are appointed or re-appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.

In appointing trustees due consideration is given to ensuring that the trustees have, between them, the skills and experience necessary to manage the charity effectively and in accordance with charity law. In order to retain our relevance to the needs of the community, we also look to recruit trustees with active experience and first-hand involvement in the sector.

3 Activities

3.1 Statutory Declaration

The trustees confirm that they have paid due regard to the guidance issued by the Charity Commission on public benefit in deciding what activities the charity should undertake.

4 Achievements & Performance

4.1 Outputs and Outcomes for the Charity's Beneficiaries

Given the limitations imposed by the Coronavirus pandemic, we are disappointed with our inability to continue with some planned projects. One of the challenges related to how to make the best use of funds received towards projects that then could not be carried out as originally planned. We are, however, satisfied with what we have been able to achieve and have been creative in working within government restrictions in order to provide the greatest possible benefit over this difficult period.

Our charity was constituted during the pandemic and has carried out most of its activities during full lockdown or under severe restrictions. This has involved us in conducting appropriate risk assessments and learning new Covid-19 safe ways of managing public involvement and activities. Despite the limitations imposed, beneficiaries were still able to access services, and where we were not able to gather people together – particularly significant with the older age groups – we created means that delivered services to them.

Specific outputs have included:

- the provision of hot meals for local homeless or exceptionally vulnerable individuals
- signposting and support in accessing services for vulnerable people (Food Bank, Debt Advice, help with housing, substance abuse, Universal Credit)
- befriending service via telephone for vulnerable and lonely individuals
- home visits (doorstep chats) to vulnerable and lonely individuals
- provision of occasional meals for vulnerable and lonely individuals
- preparation and delivery of Christmas meals to vulnerable or lonely individuals and vulnerable families

- signposting of ESOL services to asylum seekers and refugees
- delivery of twice weekly Covid-19 safe activities for people with dementia and their carers
- support for vulnerable children suffering the effects of the closure of schools

The outcomes from these activities have been seen in:

- protection of vulnerable individuals at many levels
- better family relationships
- better academic performance for vulnerable children
- mitigation of the loneliness exacerbated through the pandemic restrictions
- better mental and physical health for people with dementia
- respite and social contact for carers of people with dementia

4.2 How the Public Have Benefitted.

Beyond the specific outcomes listed above, the Charity has contributed to a sense within our community of care for the community as a whole. Our advice has been sought regularly and local people are glad to know that the Charity is active in caring for the needs of its most vulnerable members.

In addition, although due to the pandemic restrictions tutoring support activities were not able to be conducted, we were able to establish relationships with local schools with a view to pursuing these when restrictions are lifted. This has contributed to the greater integration of the Charity with local schools and the sense of working together to meet the needs of our community.

4.3 Contributing to Activities Run by Other Organisations

Charity services have run alongside the provision offered by Cottage Lane Mission and expertise gained and the involvement of Charity volunteers have enabled some of the church's efforts during the pandemic to continue.

4.4 Trustee Development

Trustees are encouraged to participate in development opportunities as and when appropriate. The treasurer has undergone training in managing and presenting accounts. Those involved in fund-raising have received input and advice on presenting proposals to grant-making organisations. The chair has received training in conducting appropriate risk assessments.

5 Financial Review

5.1 Details of Any Funds Materially in Deficit

The Charity has no funds which are materially in deficit.

5.2 Policy on Reserves

The Charity's policy on reserves is to generate and maintain a balance which is sufficient:

- a) to preserve the financial viability of the Charity in the event that unforeseen and/or unavoidable circumstance precipitate a short-term fall in its income;
- b) to enable the Charity, in the interests of meeting its objectives, to undertake from time to time the setting up of new and innovative projects on a pilot basis to demonstrate the viability and potential benefits of such activities as a precursor to securing the external funding necessary to maintain such projects on an on-going basis.

For these purposes the Charity will endeavour to generate and maintain reserves which are at least 25% of its annual turnover.

5.3 Principal Sources of Funding and Outgoings

The major source of income for the charity has come from grants awarded. The only other income has been from individual donations received from beneficiaries or others connected with the charity, mainly from standing orders with some cash giving.

Outgoings have been for work with vulnerable and lonely people in the area as much as has been possible during the Coronavirus pandemic, provision of services for people with dementia, publicity for activities, hire of premises for activities, purchase of equipment and specialised protective equipment to enable activities to continue in a Covid-19 secure manner and session funding of staff for activities.

5.4 Remuneration of Trustees

All trustees act in a voluntary capacity and receive no remuneration or other material benefits from their services to the Charity.

Out-of-pocket expenses necessarily and reasonably incurred by trustees in promoting the purposes of the Charity are reimbursed at cost.

5.5 Financial Status

The Charity's sources of income in 2020 have come from grants and donations from individuals. Expenditure has been modest because of restrictions on activities during the pandemic, which has included long periods of lockdown.

5.6 Statutory Statements on Liabilities

The trustees declare that:

- ✓ The charity has given no guarantees where potential liability under the guarantee is outstanding at the date of this statement (*eg*: any outstanding/ongoing contract or legal undertaking to buy or provide specific services);
- ✓ The charity has no debt outstanding at the date of this statement which is owed by the CIO and which is secured by an express charge on any assets of the CIO (*eg*: a mortgage on property owned by the charity);

Approved by the trustees and signed on their behalf,

(Returned by email)

Name (& role, if applicable) Neil Rees

Date: 17/6/21

6 Statement of Financial Activity

6.1 Independent Examiner's Report on the Accounts

Report to the Trustees/Members of Community Lives Matter on the accounts for the year ended 31 December 2020 set out on pages 8 to 9

Responsibilities and Basis of the Report

As the charity trustees 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 Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act;

I have no concerns and 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.

Name (& qualifications where appropriate)

Peter Slater (Institute of Bankers CIB)

Date 21/5/21

Address 146 Cottage Lane, Ormskirk, Lancs. L39 3NJ

6.2 Receipts & Payments Accounts for the Financial Year Ended 31-Dec-20

6.2.1 Receipts & Payments

	Current Financial Year, Jan'20-Dec'20			Last Year
	Unrestr'd Funds £	Restricted Funds £	Total £	Total £
A1 - RECEIPTS				
Voluntary Income	1,140		1,140	0
Income Generation	0		0	0
Investments Income	0		0	0
Charitable Income	0	14,148	14,148	0
Other Receipts	0		0	0
	<u>1,140</u>	<u>14,148</u>	<u>15,288</u>	<u>0</u>
A2 - ASSETS & INVESTMENTS				
Sale of Investments	0		0	0
Sale of Assets	0		0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL RECEIPTS	<u>1,140</u>	<u>14,148</u>	<u>15,288</u>	<u>0</u>
A3 - PAYMENTS				
Generating Funds	-140		-140	0
Charitable Activities	0	-4,294	-4,294	0
Support Costs	0		0	0
Other Payments	0		0	0
	<u>-140</u>	<u>-4,294</u>	<u>-4,434</u>	<u>0</u>
A4 - ASSETS & INVESTMENTS				
Purchase of Investments	0		0	0
Purchase of Assets	0		0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL PAYMENTS	<u>-140</u>	<u>-4,294</u>	<u>-4,434</u>	<u>0</u>
NET OF RECEIPTS-PAYMENTS	<u>1,000</u>	<u>9,854</u>	<u>10,854</u>	<u>0</u>
A5 - Transfers Between Funds	0	0	0	0
NET AFTER TRANSFERS	<u>1,000</u>	<u>9,854</u>	<u>10,854</u>	<u>0</u>

6.2.2 Summary of Receipts & Payments Accounts

	Current Financial Year,			Last Year
	Unrestr'd Funds £	Restricted Funds £	Total £	Total £
Actual Funds Brought Forward	0	-	0	0
Movement After Transfers	<u>1,000</u>	<u>9,854</u>	<u>10,854</u>	<u>0</u>
Total Funds Carried Forward	<u>1,000</u>	<u>9,854</u>	<u>10,854</u>	<u>0</u>

6.2.3 Statement of Assets and Liabilities

	Current Financial Year,			Last Year
	General Funds £	Restricted Funds £	Total £	Total £
B1 - Cash Assets				
General Fund	10,854			0
Net Payments in Advance	0			0
Designated Funds	0			0
Total Unrestricted Funds			10,854	0
Restricted Funds				
Total Restricted Funds			0	0
Total Cash Funds			10,854	0
B2 - Money Owed to the Charity {Other Monetary Assets}				
Gift Aid claim			0	0
Other			0	0
			0	0
B5 - Money Owed by the Charity {Liabilities}				
Independent Examination Fee			0	0
Other			0	0
			0	0
Net Cash Assets			10,854	0
B3 - Investment assets	0	0	0	0
B4 - Assets retained for charity's own use.	0	0	0	0
Total Current Funds			10,854	0
Total Funds (net of liabilities)			10,854	0

6.2.4 Approval of the Board of Trustees

The trustees declare that they have approved the above Annual Report & Statement of Financial Activity.

Signed on behalf of the trustees

(Returned by email)

Name (& role, if applicable) Neil Rees

Date: 7/6/21

6.3 Notes to the Accounts

a) Accounting Policies

The financial statements have been prepared in accordance with the Charities Act 2011 Section 133, using the Receipts and Payments basis available to small charities and the charity's own Simple Accounts Spreadsheet.

b) Reimbursement of Out-of-Pocket Expenses

Out-of-pocket expenses incurred necessarily, reasonably and incidentally in the course the charity's activities are reimbursed at cost.

No trustees received any reimbursement of out-of-pocket expenses in the financial year.

c) Salaries & Professional Fees

No trustee receives any payments for the services they provide to the charity.

In the current financial year the charity employed no staff or external contractors;

d) Fixed Assets

The charity has not purchased or disposed of any fixed assets in the current financial year;

e) Creditors & Debtors

Cheques for goods or services purchased, or invoices for goods or services delivered, which are issued prior to the end of the financial year but not appearing in the end of financial year bank statement are reported as outstanding creditors or debtors respectively.

f) Rounding Discrepancies

All amounts are recorded to the penny, but in these accounts are shown as digitally rounded to the nearest pound. This can occasionally result in a total apparently not being the sum of its constituent amounts. All individual amounts, and their totals, are nevertheless correct.