

**BURGESS HILL DISTRICT LIONS CLUB (CIO)**

A Charitable Incorporated Organisation

**REGISTERED CHARITY No 1189526**

**YEAR ENDED 30 JUNE 2024**



**We Serve**

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**BURGESS HILL DISTRICT LIONS CLUB (CIO)**

**LEGAL AND ADMINISTRATIVE DETAILS**

Charity registration number 1189526  
Company Number CEO21881  
HMRC Charities reference number ZD14381

Trustees  
Lion Christine Muschamp  
Lion Cliff Coxshaw  
Lion Chris Thomas-Atkin  
Lion John Carter  
Lion Christine Coxshaw  
Lion John Todd  
Lion Susan Williamson  
Lion Christopher Muschamp  
Lion John Thompson  
Lion Archie Tipple  
Lion Valerie Whitehead

Principal office  
c/o 16 Victoria Avenue  
Burgess Hill  
West Sussex  
RH15 9PX

Bankers  
Barclays Bank plc  
Lloyds Bank plc

Independent examiner  
Alec Burgess ACA  
of Keymer Haslam & Co  
Chartered Accountants  
4/6 Church Road  
Burgess Hill  
West Sussex  
RH15 9AE



## BURGESS HILL DISTRICT LIONS CLUB (CIO)

### **BACKGROUND**

#### **The beginnings**

In 1917 with the inspiration of an American businessman, Melvin Jones from Chicago, Lions International was established. This was soon extended to eventually become one of the largest Service Organisations in the world.

The first Lions Club in the UK came into being in London in 1949, with Burgess Hill District Lions Club (The Club) established in 1955 as the UK's 21<sup>st</sup> Club. The Club received its Charter from Lions International on 1<sup>st</sup> April 1955 and is now approaching its 70<sup>th</sup> year.

The Club motto is "We Serve" and reflects the commitment of Lionism to provide Service in the Community.

Over the years The Club has raised funds to support local communities, organisations, and individuals through a variety of fund-raising activities. It has a particular focus on supporting the youth, youth organisations and local schools in Burgess Hill, Hassocks, Hurstpierpoint and the surrounding community. For the past 31 years The Club has had a strong presence in the area with its well known, and much loved, Charity Book Shop "The Book Den".

The Book Den has expanded considerably over that time and currently occupies a double-fronted shop in its third location, all of which have been in Church Walk Burgess Hill, where it continues to be a focal point for the Town. The Book Den is run by members of The Club supported by a large and dedicated team of volunteers. Customers come to the shop from far and wide across Sussex and the Book Den provides an important service of not only selling donated books and other items but recycling those that may otherwise end up in landfill.

#### **Change of Charity Status to a CIO from a Charitable Trust**

On 13th May 2020 Burgess Hill District Lions applied to the Charity Commission to register as a Charitable Incorporated Organisation (CIO) Association. On 18th May 2020 the Charity Commission approved the registration of Burgess Hill District Lions Club (CIO) and entered it onto the Register of Charities with the Registered Charity Number 1189526.

The formation of the CIO involving the adoption of the CIO Constitution, its By-laws and Grant Making Policy took place on 19th July 2021, with the Incorporation of the Club, and the transfer of its Charter from Lions Club International, being formally confirmed on 26th July 2021.

The Charitable Trust remained in place and ran alongside the CIO until the transfer of the residual cash assets from the Charitable Trust occurred on 25<sup>th</sup> October 2021 once the ongoing banking payment arrangements had been safely transferred and no further financial activity would be expected for the Trust.

The Charity's affairs are managed by a group of up to twelve trustees, who are appointed annually at the CIO AGM in March and their terms of office run for one year from 1 July at the start of the new Lions year.

The objectives and operations of the CIO are identical to the former Charitable Trust and the change of status was undertaken because the Charity Commission had advised that the most appropriate entity for a Lions Club is a CIO (Association).





## BURGESS HILL DISTRICT LIONS CLUB (CIO)

### **TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2024**

The trustees are pleased to present their report together with the financial statements of the charity for the year ended 30 June 2024.

The legal and administrative information on page 2 forms part of this report.

The financial statements comply with Generally Accepted Accounting Practice, current statutory requirements relating to smaller entities and the Statement of Recommended Practice - Accounting and Reporting by Charities.

#### **Object of the Charity**

The object of the Charity is to apply its income for any purpose that is charitable according to the law of England and Wales whether for the benefit of any individual or group of people or for the benefit of any other organisation established for charitable purposes.

#### **Structure and Constitution**

The Burgess Hill District Lions Club (CIO) is constituted by the standard Constitution agreed between the Charity Commission and Lions Club International, and is a registered charity, number 1189526.

#### **Advisers**

The Charity's advisers are listed on page 2.

#### **Policies**

It is the Charity's policy to work pro-actively towards supporting various local, national and international charitable organisations and causes, principally for the benefit of the residents of Burgess Hill, Hassocks and Hurstpierpoint and the surrounding community.

#### **Organisation**

Burgess Hill District Lions Club (the Club) is a long-standing member of the International Association of Lions Clubs (LCI) to which the Club as a CIO pays Franchise Costs to enable it to operate and fundraise under the LCI Brand and Logo. The members of the Club are volunteers who give their time unconditionally in support of charitable causes.

Annually at the AGM in March the officers of the Club for the forthcoming Lions year (from 1<sup>st</sup> July) are appointed and those officers shall be:

President, Immediate Past President, the Vice President(s), Secretary, Treasurer, Lion Tamer, Membership Director, Health & Safety/Vulnerable Persons Officer, two annually elected Directors and any other elected officials, subject to a maximum of twelve.

All elected Officers are members of the Board of Trustees and are charity trustees in law.

New Trustees are trained by reference to the various leaflets issued by the Charity Commission to assist in induction of new trustees.



**BURGESS HILL DISTRICT LIONS CLUB (CIO)**

Matters are decided by a majority vote of the trustees present at a Burgess Hill District Lions Club Business meeting, subject to a quorum of a majority of the trustees appointed at the time being present in person. Except as otherwise specifically provided, the act of a majority of the trustees present at any meeting of the board shall be the act and decision of the entire board of trustees.

The Board of Trustees meet not less than once in every two months. The trustees may delegate their powers to one or more standing committees, which are appointed together with their chairperson by the Club President with the approval of the Trustees, except for the Membership Director, who is elected. Each committee so established shall have at least one member who is a trustee of the Club and through its chairman should report to the Club Business Meeting giving clear indication of proposals requiring approval of members and trustees, or decisions taken under delegated powers requiring ratification by the trustees.

**Members of the Trustees of Management**

The trustees of management who served during the year 2023/24 were:

President	Lion John Carter
Secretary	Lion Cliff Coxshaw
Treasurer	Lion Chris Thomas-Atkin
Immediate Past President & Membership Director	Lion Alan Ranger
First Vice-President	Lion Christine Muschamp
Second Vice-President	Lion Christine Coxshaw
Third Vice-President	Lion John Rankin
First Director	Lion John Todd
Second Director	Lion Suzanne Todd
Health & Safety Officer	Lion Ronald Whitehead
Lion Tamer	Lion Valerie Whitehead

**Restrictions**

All income and property of the Charity is required to be applied to promoting its object and is vested in the trustees for this purpose. No part of the Charity shall be applied however without the consent of the Members of Burgess Hill District Lions Club at a formal Club business meeting.

**Investment Powers**

The Charity is empowered to invest any monies not immediately required for its purposes in such investments as are authorised by law for the investment of charity funds. The Charity may also establish or support any charitable trusts, associations, or institutions formed for the objects of any of them.

Following the change of Charity status, the trustees reviewed the cash reserves policy and agreed for a diversification of the funds. This was to take advantage of the protection for cash deposits available to the CIO under the Financial Services Compensation Scheme (of up to £85,000 per Bank). Additional reserves accounts were opened with Lloyds Bank, and transfers of some of the funds held by Barclays Bank took place in 2023/2024.

The use of fixed and rolling term deposits for the reserves is kept under review by the Trustees in line with changes of investment opportunities and bank base rates.





## BURGESS HILL DISTRICT LIONS CLUB (CIO)

### Review of Activities

The Charity's Bookshop (known as the Book Den) continues to operate at its latest location at 86/88 Church Walk since it opened on 1<sup>st</sup> July 2017. There are less than three years remaining on the ten-year lease acquired when the Book Den moved to its new premises. The lease was transferred to the CIO from the former Charity Trust trustees as part of the change of charity status that took place in 2021.

The Book Den continues, as in past years, to be run by members of the Burgess Hill District Lions Club and their voluntary helpers.

For the period the Book Den has produced a net surplus of £46,073. No value has been included in the financial statements of the considerable asset of volunteer assistance provided by Lions Club members, their partners, or other shop workers. The charity continues to be very grateful for this valuable pool of support and wishes to thank all concerned. In addition, our continued gratitude and thanks go to the many members of the local community who kindly donate books to the Charity.

### Book Den Lease and Rent Review

The Lease on the Book Den was re-assigned from the Trustees of the Burgess Hill District Lions Club Charitable Trust Fund to the CIO as part of the change of Charity Status that was effected during 2021.

The Lease is held by the Charitable Incorporated Organisation and this provides limited liability protection for the CIO Trustees and the members of the Club. However, in the unlikely event that the CIO were to default on its obligations under the Lease, under Property Law any liabilities outstanding would revert to the previous individual Trustees of the former Charitable Trust. For this reason, the CIO continues to set aside sufficient reserves to cover any operating lease liabilities of the Charity Bookshop (See Reserves Policy below).

Under the terms of the Bookshop lease at the 5-year point of the 10-year lease, the initial rent (of £10,000 per annum) was reviewed and revised accordingly, with the revised rent being due from the rent payment date in December 2021 at a rate of £17,500 per annum (£4,375 per quarter).

The current lease on the Book Den will expire in November 2026 and with the uncertainties of whether a new lease will be granted by the landlord, and the future of the Club's main fund-raising vehicle in question, the Trustees have formed a working group, headed by the Bookshop Manager, and including two trustees, to consider the options and report to the Board with its recommendations.

### Charitable Activities - Fundraising

In addition to the funds raised from The Book Den, the Charity also received unrestricted funds and donations of £3,885 including Gift Aid due of £223.

The restricted funds received during the year amounted to £1,301 which included an anonymous donation of £200 which is to be used towards a Youth Project.

**BURGESS HILL DISTRICT LIONS CLUB (CIO)****Charitable Activities - Donations made and Other Charitable Expenditure and Costs**

Outgoings for the period (other than the costs associated with running the Book Den and the Club Administration costs) amounted to £60,812. This reflected Donations, Other Charitable Expenditure and Governance Costs which consisted of:

• Donations to other Charities	£21,278
• Donations to Organisations	£22,712
• Donations to Individuals	£4,605
• Other Charitable Expenditure	£10,150
• Governance expenditure	£2,067

The Expenditure on Charitable Activities included sponsorship for the following major projects:

• A Prostate Testing Day	£4,997
• The Mid Sussex Search for a Star competition	£1,253
• The Christmas Hampers project	£2,342
• The Christmas Santa Grotto	£1,534

The Governance Expenditure included:

• Professional Fees	£788
• Venue hire for club and trustee meetings	£1,200

**Club Administration Funds**

In line with the By Laws of the Club, as set by Lions Cub International (LCI), all Club funds are charitable funds under the CIO. The administrative costs of running the Club, including its annual Charter Event, are supported in the first instance by contributions from its members through membership fees and other individual contributions at meetings and social events. It also receives individual contributions from members and guests attending the Clubs annual event to celebrate its Charter from LCI. The Club maintains a separate record of the Club Administration Funds, the figures for which are included within the Accounts.

The funds are summarised here (which excludes gift aid due of £265) as:

Opening balance of Club Administration Funds	£3,799
Members and other individual contributions (including payments in advance)	£5,174
Gift Aid received	Nil
Expenditure	(£4,547)
Closing Club Administration Funds	£4,426

**Review of Results and Financial Position**

The Charity had an operating deficit of £5,307 in the year under review and had net assets of £205,264 at the balance sheet date.





### Future Plans

The Charity's Bookshop (The Book Den) will continue to be operated on their behalf by the Burgess Hill District Lions Club with the assistance of their valued volunteers.

Over the course of the next year the trustees will continue to give serious consideration as to the future of the Charity Bookshop, given the expiry of the current lease in November 2026, as mentioned above.

The trustees will continue to consider applications for financial assistance in accordance with the Charity's objects and will seek suitable opportunities to provide further assistance.

### Grant-making Policy

It is the policy of the trustees to make grants and donations principally to organisations and individuals resident in Burgess Hill, Hassocks, Hurstpierpoint and the surrounding community, although Lions Clubs' projects both national and international are also supported.

### Reserves Policy

It is the current policy of the trustees to maintain separate reserves to finance day-to-day expenses, with sufficient reserves set aside to cover any operating lease liabilities of its Charity Bookshop, urgent charitable contributions and retaining sufficient reserves to ensure the continuing viability of the Charity.

### Risk Factors

The trustees have assessed the major risks to which the Charity is exposed and are satisfied that systems are in place to mitigate exposure to those risks. The trustees will keep the risks facing the Charity and mitigation measures under review, the principal risk at present being the continuation of the main fund-raising vehicle through the Charity Book Shop.

### Statement of Trustees' Responsibilities

Law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year, which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year (unless the charity is entitled to prepare accounts on the alternative receipts and payments basis).

In preparing accounts giving a true and fair view, the trustees should follow best practice and: select suitable accounting policies and then apply them consistently; make judgements and estimates that are reasonable and prudent; state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the accounts; prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ensure that the accounts comply with the applicable law. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

By order of the trustees:

Lion Chris Thomas-Atkin – Treasurer

Lion Cliff Coxshaw – Secretary and Trustee

Date: 9th DECEMBER 2024



**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BURGESS HILL DISTRICT LIONS CLUB (CIO)**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 30 June 2024 which are set out on pages 10 to 18.

**Responsibilities and basis of report**

As the charity's 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 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 charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination]<sup>1</sup>.

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.

Signed .....  .....

**Alec Burgess FCA**  
of Keymer Haslam & Co.  
c/o 4/6 Church Road  
Burgess Hill  
West Sussex  
RH15 9AE

Date..... 9 December 2024 .....



**BURGESS HILL DISTRICT LIONS CLUB (CIO)****STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30 JUNE 2024****NOTE**

		<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>TOTAL FUNDS 2024</b>	<b>TOTAL FUNDS 2023</b>
<b>INCOMING RESOURCES FROM GENERATED FUNDS</b>	<b>2</b>				
Voluntary income - Donations & Gift Aid		3,885	1,301	5,186	2,613
Activities for generating funds - bookshop fundraising		76,109	0	76,109	75,738
Members Contributions and monies received for Club Administration		5,234	0	5,234	4,947
Investment income		3,559	0	3,559	785
<b>TOTAL INCOMING RESOURCES</b>		<b>88,787</b>	<b>1,301</b>	<b>90,088</b>	<b>84,083</b>
<b>RESOURCES EXPENDED</b>					
Costs of generating funds: Bookshop expenses	<b>7</b>	30,036	0	30,036	27,959
Charitable activities - Grants to other Charities	<b>4</b>	21,278	0	21,278	17,089
Charitable activities - Grants to Organisations	<b>5</b>	22,712	0	22,712	25,533
Charitable activities – Grants to Individuals	<b>6</b>	3,956	649	4,605	5,815
Other charitable expenditure		9,698	452	10,150	9,636
Governance costs		2,067	0	2,067	2,138
Club Administration costs		4,547	0	4,547	4,666
<b>TOTAL RESOURCES EXPENDED</b>		<b>94,294</b>	<b>1,101</b>	<b>95,395</b>	<b>92,836</b>
<b>NET OUTGOING/INCOMING RESOURCES</b>	<b>3</b>	<b>(5,507)</b>	<b>200</b>	<b>(5,307)</b>	<b>(8,753)</b>
<b>ACCUMULATED FUND BALANCES</b>					
<b>As at 30 June 2023</b>		<b>205,571</b>	<b>5000</b>	<b>210,571</b>	<b>219,324</b>
<b>Fund transfer (rent deposit reclassified)</b>		<b>5,000</b>	<b>(5,000)</b>	<b>0</b>	<b>0</b>
<b>As at 30 June 2024</b>		<b>205,064</b>	<b>200</b>	<b>205,264</b>	<b>210,571</b>



**BURGESS HILL DISTRICT LIONS CLUB (CIO)****BALANCE SHEET AS AT 30 JUNE 2024**

		Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2024	TOTAL FUNDS 2023
<b>NOTE</b>					
<b>FIXED ASSETS</b>		0	0	0	0
<b>CURRENT ASSETS</b>					
Debtors and prepayments	8	5,186	0	5,186	5,538
Rent Deposit	8	5,000	0	5,000	5,000
Cash at Bank and in hand		<u>196,324</u>	<u>200</u>	<u>196,524</u>	<u>201,928</u>
		206,510	200	206,710	212,466
<b>CURRENT LIABILITIES</b>					
Creditors - amounts falling due within one year - accruals	9	(1,446)	0	(1,446)	(1895)
<b>NET ASSETS</b>		205,064	200	205,264	210,571
<b>FUNDS</b>					
Restricted funds		0	200	200	5,000
Unrestricted funds		205,064	0	205,064	205,571
<b>As at 30 June 2024</b>		<b>205,064</b>	<b>200</b>	<b>205,264</b>	<b>210,571</b>

Approved by the trustees on **9th DECEMBER** 2024 and signed on their behalf by:

Chris Thomas-Atkin – Treasurer and Trustee

Cliff Coxshaw – Secretary and Trustee

**BURGESS HILL DISTRICT LIONS CLUB (CIO)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2024****1. ACCOUNTING POLICIES****a) Accounting convention**

The accounts have been prepared under the historical cost convention and are in accordance with generally accepted accounting practice, the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued in March 2005, the Charities Act 2011 and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

**b) Turnover/Income**

Shop Income is accounted for when receivable.

Voluntary income, donations and investment income are accounted for as receivable by the charity.

**c) Fixed Assets**

Fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life. Depreciation rates are as follows:

Fixtures and fittings - 25% on straight line basis.

**d) Stock**

Stock is donated by members of the public at nil cost.

**e) Voluntary help and gifts in kind**

The charity relies on the Burgess Hill District Lions Club and its voluntary helpers. No value has been placed on this resource.

Gifts donated for resale e.g., books are included in income when they are sold.

**f) Charity status**

Burgess Hill District Lions Club (CIO) is a registered charity in England and Wales and is exempt for corporation tax and capital gains tax purposes. The Charity Book Shop sales of the wholly donated books and other items are Zero-Rated for VAT purposes and the turnover is below the £90,000 threshold for VAT reporting. As a CIO the Club can claim Gift Aid on donations received from the public and on the contributions made to the Charity made by its members.

**g) Donations made**

Donations are made in accordance with instructions given by the Burgess Hill District Lions Club and are for charitable purposes.

**h) Fund accounting**

Funds held by the charity are either:

Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds – these are funds set aside by the trustees out of unrestricted funds for specific future purposes or projects.

Restricted funds – these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.



**BURGESS HILL DISTRICT LIONS CLUB (CIO)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2024****2. Incoming resources****Restricted Donations (Total £1,301)**

During the year the Charity received restricted donations in the sum of £1,301 which consisted of:

- £300 from Clarion Futures towards the Xmas Hamper Project,
- £500 from Round Table and £152 from Southdowns Nurseries towards the Mid Sussex Search for a Star contest,
- £149 was received from Rotary towards the shared costs of the Pantomime Tickets for the Young Carers, and
- £200 was donated by an individual towards Youth Projects which has been earmarked with their agreement to the Young Leaders in Service Awards.

**Unrestricted Donations (Total £3,885)**

Unrestricted donations were received in the sum of £3,885 including Gift Aid due of £132.

**Other incoming resources (Total £84,902)**

The Charity Bookshop 'The Book Den' provided an income of £76,109 with associated operating costs of £30,036. This provided a net fund-raising contribution to the charity of £46,073.

The Book Den income consisted of:

• Cash receipts	£37,685
• Card Payment receipts	£36,857
• Book recycling proceeds	£1,424
• Book Auctions	£115
• Misc	£28

Investment income amounted to £3,559 being Interest received Gross on the Reserve Account(s) funds.

Members contributions towards the running of the Club were £4,547 including Gift Aid due of £91.

**3. Deficit for the year**

The Deficit for the year is £5,307 after charging:

Independent examiners fees included amount to £788.

Depreciation of owned fixed assets amounted to £0.00.



**BURGESS HILL DISTRICT LIONS CLUB (CIO)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2024****4. Charitable activities - OUTGOING GRANTS AND DONATIONS TO OTHER CHARITIES**

	Unrestricted funds expended	Restricted funds expended	Total funds expended 2024
	to the nearest £	to the nearest £	to the nearest £
Donation to Academy Community Together for the peer mentoring project	500		500
Donation towards the cost of a Dishwasher for the Age UK Café	1,000		1,000
Donation to the LCI Foundation Disaster Relief Appeal for the Morocco earthquake	400		400
Donation to the LCI Foundation Disaster Relief Appeal for the Florida Hurricane	200		200
Donation for Freedom Kit Bags	500		500
Donation to the Hope Building Confidence Group	225		225
Donation to Summerhaven towards Mental Health event	264		264
Donation to the Prostate Cancer Support Organisation (Sussex)	4,750		4,750
Donation to the LCI Foundation Disaster Relief Appeal for the Hurricane Otis devastation in Mexico	200		200
Donation to 4Sight towards their appeal for funds	200		200
Donation for the cost of a new double oven for the St John's Church Spire Café	439		439
Donation to the LCI MD105 Brain Tumour Research Appeal	1,000		1,000
Donation towards the cost of a Community Support Vehicle for Sussex St Johns Ambulance	750		750
Donation to the Sussex Multiple Sclerosis Centre towards the cost of equipment for their Garden Project	500		500
Donation to the LCI Foundation Disaster Relief Appeal for the Japan Earthquake	200		200
Donation to the LCI South East District Youth Appeal	150		150
Donation to the LCI Multiple District Youth Appeal	150		150
Donation to the St Peter & St James hospice to fund their Volunteers Awards Event	750		750
Donation to the LCI Foundation Appeal for supporting Ukraine during the winter	200		200
Donation to cover the Cycling Without Age Trishaw insurance costs	750		750
Donation to the LCIF Activity Alliance Appeal	200		200
Donation to sponsor one of the Brighton Toy and Model Museum's Top Ten Treasures	2,000		2,000
Donation to LCI for the Taiwan Earthquake Appeal	200		200
Donation to LCI for the Uganda Orphanage Appeal	200		200

**CONTINUED**



## BURGESS HILL DISTRICT LIONS CLUB (CIO)

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2024

4. Charitable activities - OUTGOING GRANTS AND DONATIONS TO OTHER CHARITIES - continuation			
	Unrestricted funds expended	Restricted funds expended	Total funds expended 2024
	to the nearest £	to the nearest £	to the nearest £
Donation for the Kent, Surrey & Sussex Air Ambulance Kit Bags Appeal	2,000		2,000
Donation to ACT for the Inkpots Mentoring Programme	500		500
Donation to Forward Facing in support of the chosen charity of the London to Brighton Bike Ride	500		500
Donation to Young Minds to match the payment made by Steve Willis Training	500		500
Donation to LCI for the Brazil Flooding Appeal	200		200
Donation to Burgess Hill Community Cupboard to pay for cooking lessons	350		350
Donation to Haven Pregnancy Counselling Centre towards the redecoration costs for their premises	1,500		1,500
	21,278	-	21,278

5. Charitable activities - OUTGOING GRANTS AND DONATIONS TO ORGANISATIONS			
	Unrestricted funds expended	Restricted funds expended	Total funds expended 2024
	to the nearest £	to the nearest £	to the nearest £
Donation to the Burgess Hill Marching Youth Band to support their participation in the D-Day event in the Town	350		350
Donation to Dumbrells Close Residents Association towards the cost of their annual BBQ event	250		250
Donation to the Burgess Hill Bonfire Society towards the purchase of two catering size BBQs	750		750
Donation to Burgess Hill Town Council towards the cost of the Junior Mayors chain	83		83
Donation towards the Burgess Hill Guides Guiding Stars Variety Show	500		500
Cheeky Monkeys donation for Play Tunnel and Raffle Prizes	226		226
Donation Marle Place Wanderers Football Club for new goals	480		480
Donation for advertising in the Burgess Hill Theatre Club Programmes	278		278
Donation for Exercise Steps for the Princess Royal Hospital	118		118
Donation for the cost of Golf sessions for the children at Woodlands Meed	1,800		1,800
Donation for a two-year Patronage of the Radio Station	2,000		2,000
Donations to support Burgess Hill Town Community Events for the BMX Rock up and Ride, the Summer Fayre and the Teddy Bears Picnic	2,200		2,200

CONTINUED



**BURGESS HILL DISTRICT LIONS CLUB (CIO)****NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2024**

<b>5. Charitable activities - OUTGOING GRANTS AND DONATIONS TO ORGANISATIONS - continuation</b>			
Donation to Burgess Hill Theatre Club Youth for the purchase of Workbooks	95		95
Donation to Burgess Hill Youth to match the payment made by Steve Willis Training	500		500
Donation to Farney Close School to buy new play equipment	2,000		2,000
Donation to Burgess Hill Marching Youth to support the costs for two Band Members	837		837
Donation to Burgess Hill Rugby Club for 2-year sponsorship	1,000		1,000
Donation to Ariel Company Theatre for the purchase of 10 BIGmack Communicators	1,595		1,595
Donation for 3-year Patronage of the Burgess Hill Symphony Orchestra	750		750
Donation to Burgess Hill Academy for Play Equipment	6,900		6,900
	<b>22,712</b>	<b>-</b>	<b>22,712</b>

<b>6. Charitable activities - OUTGOING GRANTS AND DONATIONS TO INDIVIDUALS</b>			
	<b>Unrestricted funds expended</b>	<b>Restricted funds expended</b>	<b>Total funds expended 2024</b>
	<b>to the nearest £</b>	<b>to the nearest £</b>	<b>to the nearest £</b>
Donation towards the purchase of a Tri Ride Scooter for a local resident	2,000		2,000
Donation to a representative of the Lions for a sponsored climb of Mount Kenya to benefit the Mwereni School in Tanzania	100		100
Donation to a local resident towards the Roverway trip with the Explorer Scouts	200		200
Donation to pay for Pantomime Tickets for the Young Carers	148	149	297
Donation to the first prize winner of the Mid Sussex Search for a Star competition		500	500
Donation to the second prize winner of the Mid Sussex Search for a Star competition	350		350
Donation to the third prize winner of the Mid Sussex Search for a Star competition	150		150
Donation to a local resident to help with the costs of looking after a sick child	600		600
Donation to a local resident for the cost of a rain cover for their motorised scooter	358		358
Donation for a raffle prize to raise funds for a child with a life limiting condition	50		50
	<b>3,956</b>	<b>649</b>	<b>4,605</b>





**BURGESS HILL DISTRICT LIONS CLUB (CIO)**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2024**

<b>7. BOOK DEN OPERATING COSTS</b>			
	<b>Unrestricted funds expended</b>	<b>Restricted funds expended</b>	<b>Total funds expended 2024</b>
	<b>to the nearest £</b>	<b>to the nearest £</b>	<b>to the nearest £</b>
Rent	17,500		17,500
Rates	468		468
Insurance	1,158		1,158
Banking & Transaction Charges	970		970
Utilities	6,436		6,436
Maintenance & Repairs	556		556
Cleaning	556		556
Sundries	608		608
Volunteer Costs & Expenses	1,784		1,784
	<b>30,036</b>		<b>30,036</b>

**11. Debtors and prepayments**

	<b>2024</b>
Rent payment quarterly in advance	£4,375
Rent Deposit held by the Landlord	£5,000
Insurance prepayment	£195
Gift Aid to be claimed	£616
<b>Total</b>	<b>£10,186</b>

**12. Creditors and accruals**

	<b>2024</b>
Accountancy	£788
Electricity Bill (EDF)	£155
Recycling Bill (Suez)	£104
Broadband and Phone	£107
JS Electrical	£192
Members Contributions for 2024/2025	£100
<b>Total</b>	<b>£1,446</b>



**BURGESS HILL DISTRICT LIONS CLUB (CIO)**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2024**

**13. Financial commitments**

At 30 June 2024, the charity had annual commitments under non-cancellable operating leases as follows: -

		<u>Land and buildings</u>	
		<b>2024</b>	
Expiry date: Within Ten years		£17,500	

**14. Related party transactions**

The trustees are members of Burgess Hill District Lions Club (CIO) who are responsible for appointing donations to organizations and individuals.

Six Trustees received reimbursed expenses in total amounting to £2,485 (2023 - £2,268). These pertained solely to various purchases of Charitable supplies/donations and Book Den related costs, incurring no personal benefits. No other trustees received any remuneration or benefits.