



## **Bletchley Milton Keynes Lions Club (CIO)**

Registered Charity No. 1193777  
A Charitable Incorporated Organisation

### **TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE PERIOD 1<sup>st</sup> July 2022 - 30<sup>th</sup> JUNE 2023**

# Bletchley Milton Keynes Lions Club (CIO)

Registered Charity No. 1193777

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## **1. Introduction**

The Trustees of the Bletchley Milton Keynes Lions Club present their Annual Report together with the financial statements of the Charity for the period ended 30<sup>th</sup> June 2023. The Trustees confirm that the Annual Report and financial statements of the charity comply with the current statutory requirements and requirements of the Charity's governing documents.

## **2. Reference and Administration**

**Charity Name:** Bletchley Milton Keynes Lions Club (CIO)  
**Registered Charity Number:** 1193777  
**Principal Address:** 33 The Green, Soulbury, Leighton Buzzard, LU7 0DD  
**Charity Trustees:**

Michael Lee	President
Graham Kilroy	Immediate Past President
Victor Wright	1 <sup>st</sup> Vice President
Chris Bryant	Secretary
Paul Blackwell	Treasurer
Kenneth Rouse	
Margaret Rouse	
Mike Baldwin	

**Independent Examiner:** Christopher Lowe B.Sc. (Hons) FCA

## **3. History, objectives and activities of the Charity**

The Charity is part of Lions Clubs International Multiple District 105 (Lions MD105) which covers the British Isles. The Club was formed on 1st April 1969 as the Lions Club of Bletchley and achieved Charitable Trust status (Bletchley Lions Club Charity Trust Fund 279584) on 14th April 1980. The Club became registered as a Charitable Incorporated Organisation on 11<sup>th</sup> March 2021 as the Bletchley Milton Keynes Lions Club (CIO), registration number 1193777.

As a Lions Club our purpose is to "serve local communities" and Lions' principles to which the club must adhere include "acting to benefit the public interest".

The Club's objectives include:

- Advancement of citizenship
- Promoting the Voluntary Sector for the public benefit
- Promoting volunteering
- Relief of poverty and relief of those in need
- Advancement of health
- Environment
- Healthy recreation

The Club raises funds each year to enable it to provide grants to deserving causes within Milton Keynes, and the immediately surrounding areas which form part of Aylesbury Vale, Central Bedfordshire and Buckingham are generally given a priority, as well as nationally and overseas via Lions Club International. Grants are made in accordance with the Club's grant making policy.

Since registration as a CIO, the Trustees have paid regard to the Charity Commission's guidance on public benefit in dealing with the objectives and activities of the Club.

The club relies on the surpluses generated from fund raising events and donations from the public to provide the funds with which to carry out its duties. All administrative expenses of the Club are met from donations paid by its members. There has been no change to these policies during the reporting period.

The work of the Club is carried out entirely by volunteers. From time to time as appropriate, the Club works closely with other local and national agencies, other Lions Clubs and Lions Club International to achieve its objectives.

#### **4. Management and Governance Arrangements**

The Club is governed by its CIO documents, the Club's Constitution and By-laws and by the By Laws of Lions Clubs International. The Trustees are appointed as appropriate by the members of the Club and have overall responsibility to ensure that the Club operates in accordance with charity law and the aforementioned Club documents. The day to day running of the Club is overseen by the Club's officers, elected each year by the members. All business is ratified or otherwise by members in general meetings held once a month. The Club is ably supported by the volunteer services of its members and others.

#### **5. Fundraising and Community Service Activities up to 30<sup>th</sup> June 2023**

During the period ending 30<sup>th</sup> June 2023 the activities of the Club continued to be impacted by the legacy of Covid 19 resulting in reduced opportunities for traditional fundraising activities. Apart from collections at local supermarkets only the Quiz Night provided a return to normal activity. The Club's members and others, however continued to actively support the day-to-day operations of a large Covid Vaccination Centre, albeit at a reduced level of activity from the previous year but still generating an income to the Club of over £10,000 during the year.

The Club continued with its Bleed Control Kit Initiative and secured £1408 in restricted funding from other agencies of which £1398 was spent within the year. The charity funds also benefitted from a £500 donation from the Club's monthly prize draw.

Community activities such as tending therapy gardens at the local hospital and care homes were once again undertaken during the period, involving principally members' time supported by small grants to enhance facilities.

The Club made donations totalling over £15,000 to 31 causes and individuals during the year.

There were no serious incidents during the period.

6. Independent Examiner's Report to the Trustees of Bletchley Milton Keynes Lions Club (CIO) on accounts for the period 1<sup>st</sup> July 2022- 30<sup>th</sup> June 2023

Report to the Trustees/Members of:	Bletchley Milton Keynes Lions Club (CIO)
On accounts for the period ending:	30 <sup>th</sup> June 2023
Charity Number:	1193777
Set out on Pages:	6-9
	<p>I report to the Trustees on my examination of the accounts for the above charity ( "the Trust") for the period 1<sup>st</sup> July 2022 - 30<sup>th</sup> June 2023.</p> <p>As the Charity Trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act")</p>
Responsibilities and basis of the report:	<p>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.</p>
Independent Examiner's statement	<p>I have completed my examination. I confirm that no material matters have come to my attention in conjunction with the examination which gives me cause to believe that in, any material respect:</p> <ul style="list-style-type: none"> <li>Accounting Records were not kept in accordance with section 130 of the Act</li> <li>or</li> <li>The accounts do not accord with the accounting records</li> </ul> <p>I have no concerns and have come across no matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.</p>
Signed:	<i>Christopher Lowe</i>
Date:	<i>28th February 2024</i>
Name:	<i>Mr C.D Lowe</i>
Relevant professional qualification(s) or body:	<i>F.C.A - Institute of Chartered Accountants in England &amp; Wales</i>

## **7. Financial review and statement of financial activities for the period ended 30<sup>th</sup> June 2023**

It is the policy of the Club to maintain unrestricted funds only to the extent that they are expected to be required within the foreseeable future to meet the objectives of the Club. The level of unrestricted funds is reviewed periodically.

The Trustees have considered the major risks to which the Club is exposed to satisfy themselves that systems are in place to mitigate those risks.

## **8. Receipts and Payments Accounts for Bletchley Milton Keynes Lions Club (CIO)**

The receipts and payment account information presented below is taken from the Charity Commission pro-forma for receipts and payments accounts and it provides the recommended format for the presentation of such accounts and therefore meets the requirements of the Charity Commission. The pro-forma is designed to meet the minimum recommended level of accountability.

Receipts and payment accounts are statements that summarise the movement of cash into and out of the charity during the financial year. In this context "cash" includes cash equivalents, for example bank current and other cash accounts into which money is banked or used to make payments. It is generally accepted that receipts and payments accounts should not report all individual receipts and payments – these are recorded in the Club's ledger from which this summary information is drawn.

These financial statements are prepared in GBP Sterling, rounded to the nearest pound which is the functional currency of the Club. Bletchley Milton Keynes Lions Club meets the definition of a public entity under FRS102. The Trustees consider that there are no material uncertainties about the Club's ability to continue as a going concern.

Receipts, including fundraising and donations, are recognised when there is entitlement and certainty of receipt and the amount can be assured with sufficient reliability.

Fund raising income and members' contributions are recognised when they are received.

Payments are recognised when a liability incurred:

- Costs of fundraising events, hire of rooms and website and publicity are those incurred in running fundraising events and attracting donations.
- Donations made represent the donations and grants made in furthering the objectives of the Club.
- Dues to Lions International and District 105A include those payment associated with constitutional requirements.

Bletchley Milton Keynes Lions Club (CIO)			
Receipts and Payments Accounts			CC16a
For the Period	1 <sup>st</sup> July 2022	To 30 <sup>th</sup> June 2023	

	Unrestricted Funds (£)	Restricted Funds (£)	Administration funds (£)	Total Funds (£)	Last Period <sup>(1)</sup> (£)
<b>A1 Receipts</b>					
Fundraising Events/Activities	15464	0	0	15464	32314
3 <sup>rd</sup> Party Grants	160	1408	0	1568	900
Interest	3	0	0	3	0
Members' Subscriptions	0	0	4303	4303	5661
Administration Events/Activities	0	0	4725	4725	6426
<b>Sub Total</b> (Gross Income for Annual Report)	15627	1408	9028	26063	45301

<b>A2 Asset and Investment Sales</b>					Last Period <sup>(1)</sup> (£)
<b>Sub Total</b>	0	0	0	0	0
<b>Total Receipts</b>	15627	1408	9028	26063	45301

<b>A3 Payments</b>					
Donations/Grants	14119	0	0	14119	17398
Fundraising Events	657	0	0	657	115
Equipment Donations	0	1398	0	1398	2095
300 Club Prizes	824	0	0	824	928
Fundraising Equipment	157	0	0	157	622
Governance Costs	0	0	2043	2043	1755
Members Administration/Events	0	0	6112	6112	8020
Other Administration	0	0	1545	1545	667
<b>Sub Total</b>	15757	1398	9700	26855	31600

	Unrestricted Funds (£)	Restricted Funds (£)	Administration Funds (£)	Total Funds (£)	Last Period <sup>(1)</sup> (£)
<b>A4 Asset and Investment Purchases</b>					
	0	0	0	0	0
<b>Sub Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Total Payments</b>	<b>15757</b>	<b>1398</b>	<b>9700</b>	<b>26855</b>	<b>31600</b>
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Net of Receipts/(Payments)	-130	10	-672	-792	13701
A5 Transfer between Funds	0	0	0	0	0
A6 Cash Funds (last year end)	24774	0	2884	27658	0
Cash Funds transferred to Club <sup>(2)</sup>	0	0	0	0	13957
<b>Cash Funds this Year End</b>	<b>24644</b>	<b>10</b>	<b>2212</b>	<b>26866</b>	<b>27659</b>

Note

- (1) The previous Reporting Period was of extended duration covering 11<sup>th</sup> March 2021 - 30<sup>th</sup> June 2022
- (2) Bletchley Milton Keynes Lions Club was registered on 11<sup>th</sup> March 2021 but was inactive until 1<sup>st</sup> May 2021 when the cash funds were transferred from the previous Lions Club of Bletchley, Milton Keynes (279584). There were no funds to be transferred during the period 1<sup>st</sup> July 2022- 30<sup>th</sup> June 2023.
- (3) Nearest pound rounding accounts for any variation of £1

<b>Section B Statement of Assets and Liabilities at the end of the Period</b>					
Categories	Details	Unrestricted Funds (£)	Restricted Funds (£)	Administration Funds (£)	Total Funds (£)
<b>B1 Cash Funds</b>	Charity Account	22018	10	0	22028
	Charity Deposit Account	492	0	0	492
	300 Club Account	2133	0	0	2133
	Administration Account	0	0	2212	2212
	<b>Total Cash Funds</b>	<b>24644</b>	<b>10</b>	<b>2212</b>	<b>26866</b>

<b>B2 Other Monetary Assets</b>	0	0	0	0
<b>B3 Investment Assets</b>	0	0	0	0
<b>B4 Assets retained for the Charity's own use</b>	0	0	0	0
<b>B5 Liabilities</b>	0	0	0	0



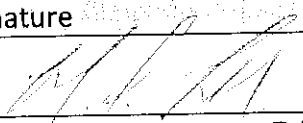
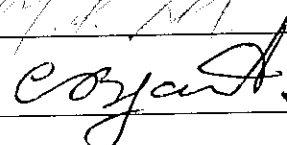
The charity current account comprises both defined restricted funds and funds raised and donations received which have not been restricted by the donors or designated by the Trustees for a particular use. The Trustees are entitled to allocate such unrestricted funds as they see fit towards the objectives of the Club.

The Administration current account funds are raised by contributions from members and club raffles and are for the use in the administration of the Club in accordance with the Club's Constitution. No funds raised from the public may be used for Club administration.

During the period one Trustee was paid, from Administration funds, £462 expenses incurred in representing the club.

#### 9. Declaration

The Trustees declare that they approved the Trustees' Report above on 5<sup>th</sup> March 2024

Position	Signature	Name	Date
President 2022-2023		Michael Lee	5/3/24
Secretary		Chris Bryant	5/3/24