



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 1 July 2022 Period start date TO 30 June 2023 Period end date

Charity name: Newbury Lions Club (cio)

Charity registration number: 1195354

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Encouraging service-minded people to serve their community without personal reward and encouraging the promotion of high ethical standards in commerce, industry, professions, public works and private endeavours;
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Supporting youth to develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals; Also to help families who need assistance and additional help to organisations.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Promoting the Voluntary Sector for the public benefit by associating with local authorities to advance education and provide facilities in the interests of social welfare to improve the conditions of life of people in local, national and international communities; Raising funds through our fireworks & Speen Fete which is also helping local people

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Grants are generally made as single payments between £50 and £5,000; The Club will not normally support applications from large national charities (unless it is from and for the local branch use) or charities dedicated to issues deemed by the Club to be already well funded;
Policy on social investment including program related investment	Para 1.38	<u>Youth and children's organisations</u> - sport related groups or individuals, scouting and guiding, youth club activities, young people undertaking

		overseas assignments;
Contribution made by volunteers	Para 1.38	In donations to club
Other		None or in donations to club

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Have consistently help local people with everyday grants and improved their living standards

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Over achieved on all objectives
Performance of fundraising activities against objectives set	Para 1.41	Raised over expectations on all fundraising activities
Investment performance against objectives	Para 1.41	None
Other		None

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The review has shown that the receipts and expenditure for the period have maintained in the financial year. This has allowed increased spending on welfare and charitable gifts.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Held for future contributions and a reserve for future fundraising events
Amount of reserves held	Para 1.22	£32108
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Fundraising through fireworks display and other fundraising events plus public donations
Investment policy and objectives including any social investment policy adopted	Para 1.46	None. All monies held in bank accounts
A description of the principal risks facing the charity	Para 1.46	No financial risks only lack of support from public
Other		None

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Incorporated trust deed
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	C.I.O
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	By club members vote at AGM

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Within constitution and required training by Lions Club International
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Part of Lions Club International and UK District 105. President and trustees then club members
Relationship with any related parties	Para 1.51	Part of Lions Club International and UK District 105.
Other		None

## Reference and Administrative details

Charity name	Newbury Lions Club (CIO)
Other name the charity uses	n/a
Registered charity number	1195354
Charity's principal address	40 Nevil Court, Thatcham, Berkshire. RG19 3PQ

## 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	John Coleman	President		All trustees are appointed by
2	Judith Colby	Secretary		Club members
3	Andrew Watson	Treasurer		
4	Margo Payne	Vice President		
5	Emily Coleman	Youth chair		
6	Adrian Ho	Welfare chair		
7	Peter Wood	Membership chair		
8				
9				
10				
11				
12				
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14				
15				
16				
17				
18				
19				
20				

## Corporate trustees – names of the directors at the date the report was approved

Director name		
none		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
None		

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	n/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
audit	Jeanette Lawrence (FCCA)	29 Spurcroft road Thatcham Berkshire RG19 3XX

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

n/a

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

None


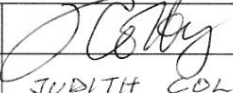
## Other optional information

None

## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	MARGARET PAYNE	JUDITH COLEBY
Position (eg Secretary, Chair, etc)	PRESIDENT	SECRETARY
Date	28.03.2024	

**Newbury Lions Club**  
**Audit Report for period July 2022 to June 2023**

To Whom It May Concern:

I have carried out an independent review of the accounts presented to me and carried out the following tests.

- o Income review and sample test of bank statements and income daybook.
- o Expenditure review and test of bank statements to receipts and expenditure daybook.
- o Reviewed day books for any unusual items not consistent with prior years.

I have presented the balance sheet and income statements for the periods 2022 to 2023 thus enabling year on year trend analysis.

**Accounting Treatment**

- o A £3000.00 deposit has been made for the 2023 firework event in this accounting period. This has been pre-paid on the balance sheet.
- o A payment to T Etheridge for carpet has debited the bank account £1200. This has been prepaid as the payment was actioned in July.

**Findings**

- o The Charity Income Statement has a net deficit in the period of £10,941 and the Administration account has a net deficit of £151.
- o The issue with the bank forward dating the payment to T Etheridge is concerning and needs investigating.

**Recommendations**

- o Continue to maintain income and expenditure day books preferably in excel with column and row casting.
- o Reconcile day books to the bank statements at least quarterly.
- o Ensure that all reimbursed expenditure has adequate evidence of payment IE valid receipts
- o Ensure floats are correctly accounted for. I suggest that a separate column is used within income and expenditure to account for this, and that you ensure that they are equal and opposite values at the end of the accounting period.
- o All receipts and payments should be recorded regardless of whether they contra between accounts. The cash book for receipts and payment should reflect the bank statement.

**Conclusion**

The review has shown that reserves have decreased in the year mainly due to increased spending on welfare, +£23,021 year on year. The fireworks display costs have increased by £9,941 year on year and revenue was slightly lower than the previous year -£3447 giving a profit of £29,462 (£42,850 in 2022)

Jeanette Lawrence (FCCA)  
13<sup>th</sup> January 2024



Lions Club of Newbury  
Accounts for Charity Trust  
INCOME STATEMENT FOR THE YEAR ENDED 30<sup>TH</sup> JUNE 2023

	<b>2023</b> <b>£</b>	<b>2022</b> <b>£</b>
<b>Income</b>		
Fireworks	57,566	61,013
Christmas Float	960	1,443
Donations	0	0
Easter Eggs	0	662
Berkshire Young Farmers	0	250
Face Masks	0	0
Speen Fete	3,490	7,475
Waterways Festival	1,267	0
The Good Exchange "Back to Basics"	0	4,035
Thatcham Fun Day	553	0
Other income	3,733	274
Interest	200	19
	<hr/> 67,768	<hr/> 75,170
<b>Expenditure</b>		
Fireworks	28,104	18,163
Christmas Float	792	139
Depreciation	205	260
Easter Eggs	0	447
Welfare and Charitable Gifts	42,331	19,310
Waterways Festival	284	64
Speen Fete	2,530	6,317
The Good Exchange fees	0	419
Thatcham Fun Day	0	62
Other Donations	0	500
Motor Vehicle expenses	99	0
D/MD/LCI appeals	1,133	1,007
Other Expenses	3,233	583
	<hr/> 78,709	<hr/> 47,270
<b>Net Surplus/(Deficit)</b>	<hr/> <b>-10,941</b> <hr/>	<hr/> <b>27,900</b> <hr/>

	<b>2023</b> <b>£</b>	<b>2022</b> <b>£</b>
<b>ASSETS</b>		
Fixed Assets	47	251
Pre-payments	4,200	3,000
Cash	32,180	44,117
	<hr/> 36,426	<hr/> 47,368

Lions Club of Newbury  
Accounts for Administration Fund  
BALANCE SHEET AS AT 30<sup>TH</sup> JUNE 2023

	<b>2023</b> <b>£</b>	<b>2022</b> <b>£</b>
<b>Income</b>		
Subscriptions	1,060	1,284
Raffles	225	41
Functions	1,736	0
Interest	3	0
Other Income	0	72
	<u>3,023</u>	<u>1,397</u>
<b>Expenditure</b>		
President Honorarium	0	0
Regalia	96	0
International & District Dues	951	1,098
Dinner Costs	1,961	150
Insurance	44	44
Other Expenses	122	106
	<u>3,174</u>	<u>1,398</u>
<b>Net Surplus/(Deficit)</b>	<u><b>-151</b></u>	<u><b>-1</b></u>
	<b>2023</b> <b>£</b>	<b>2022</b> <b>£</b>
<b>ASSETS</b>		
Regalia (Valuation)	500	500
Cash	1,278	1,429
	<u>1,778</u>	<u>1,929</u>
<b>LIABILITIES</b>		
Deferred Income	0	0
	<u>0</u>	<u>0</u>
<b>NET ASSETS</b>	<u><b>1,778</b></u>	<u><b>1,929</b></u>
<b>ADMIN RESERVES</b>		
Balance B/fwd	1,929	1,931
Surplus/(deficit) for period	<u><b>-151</b></u>	<u><b>-1</b></u>
	<u><b>1,778</b></u>	<u><b>1,929</b></u>

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