

ROTARY CLUB OF NEWBURY
ACCOUNTS
AS AT
30 JUNE 2023

**ROTARY CLUB OF NEWBURY
ACCOUNTS FOR YEAR ENDED
30 JUNE 2023**

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ROTARY CLUB OF NEWBURY

COUNCIL AND TRUSTEES REPORT

FOR THE YEAR ENDED 30 JUNE 2023

The Board of Trustees presents its annual report together with the financial statements of the charity for the year ended 30 June 2023. The financial statements have been prepared in accordance with the accounting policies set out in note 2 to the accounts and comply with the charity's Trust Deed, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland.

Objectives and Activities

Rotary aims to encourage and foster the ideal of service principally amongst the local community but also, to a certain extent, nationally and internationally. Each member of the club is allocated to one of the service committees. These service committees are: Community Service and Vocational, Membership and Recruitment; International and Foundation; Fund Raising; Youth Services, Publicity and Media Affairs. The chairpersons of these committees report to the Club Council. These committees organise community welfare and fundraising projects, which are relevant to the purpose of that particular committee, to fulfil the club's objectives.

The purpose of the Club's charity arm, the Benevolent Fund, is to raise funds through the work of the various committees to provide financial assistance in cases of special need and to support such other charitable institutions, organisations and societies as the Club shall, in duly constituted meetings, from time to time direct.

Achievements and Performance

During the COVID 19 pandemic the Club's charitable and fund-raising activities were severely handicapped or cancelled. However, we have now been able to resume our activities in these areas with great success.

With the lifting of COVID 19 restrictions, the Club has been able to resume its operations including Quiz Nights, the Boules Tournament in Newbury Market Place, and the Santa Fun Run in December. We have also resumed the Club's Stewardship at Civic events and assistance with other charities' sponsored walks and collections.

The Club has continued to support the Rotary Foundation Charity (which in turn supports the Polio vaccination programme) and has provided support for organisations in the Newbury area and our Tanzania Project.

Public Benefit

The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's purposes and aims, and when planning future activities. In particular how planned activities will contribute to the achievement of the objectives and aims. They are satisfied that the Trust's aims and objectives and overall activities in serving the local community conform with the established requirements.

ROTARY CLUB OF NEWBURY

COUNCIL AND TRUSTEES REPORT (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

Future plans

Over the past 4/5 years we have sponsored the formation of an Interact Club at Park House School, Newbury. The members are drawn from volunteers in the 6th Form and they raise funds under the joint supervision of the School and ourselves for the charity sector. We intend to continue our support for the ongoing development of this group post COVID -19. It is the Club's intent to pursue the possibility of establishing further Interact Clubs in other secondary schools and Rotakids Clubs in Junior Schools. A Satellite Club, called Phoenix, has been formed for business people with like minded ideals without the total formality of Rotary. The Club encourages them with their own charitable and fundraising activities.

Financial Review

During the year, an income of £29,481 was generated from a number of fund-raising events and the receipt of various donations, including £5,187 for the Tanzania Project..

Payments approved by the Trustees amounting to £28,066 were distributed to a number of charities and local organisations. These included donations of £2,830 to the Rotary Foundation and the donation of £1,000 to St Vincent Rotary Club for Water Tanks following the volcano eruption there. Included in donations of £12,375 are donations of £2,300 to West Berkshire Therapy Centre, £1,300 to West Berkshire Mencap, £2,350 to Time to Talk, £1,100 to New Life, £1,100 to Homestart and £1,100 to Newbury Riding for the Disabled. Also, a school self help project in Tanzania, largely driven by two of our Newbury Rotarians, was also supported, including a grant of £1,470 from Rotary District 1090, with funding of £10,491. Overall, there was a surplus of income over expenditure of £1,415 which has increased the value of the Benevolent Fund to £25,652.

Reserves and Grant Making Policy

These are closely related. The Trustees seek broadly to equate year on year the amounts received and distributed. There is a steady flow of requests from various quarters. Each request for support is considered on its own merits with the trustees tending to favour donations that will benefit identifiable groups and individuals based within the area of the Club but, depending upon the availability of funds, donations are made to international disaster appeals and overseas charitable projects.

It is the trustees' policy to maintain a minimum reserves balance of £3,000 to enable the Club to respond at any time to requests of an urgent and immediate nature.

At the balance sheet date, the benevolent funds amounted to £25,652, and the surplus funds will be available for distribution to worthy causes during the coming year.

Structure, governance and management

The Rotary Club of Newbury operates under the auspices of the Rotary Club of Great Britain and Ireland and includes the Rotary Club of Newbury Benevolent Fund. This fund is constituted by a trust deed dated 23 September 1969 and is a registered charity number 261003. Its address is at The Old School House, 42 High Street, Hungerford RG17 0NF.

**ROTARY CLUB OF NEWBURY
COUNCIL AND TRUSTEES REPORT (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2023**

Structure, governance and management (continued)

The Club

The Club's governing body is the Club Council which, in addition to its Officers, consists of a number of elected members. The Club Council for the year under review comprised the following members:-

Tim Pritchard	President
Janet Lister	Senior Vice President
Vacant	Junior Vice President
Nick Burraston	Secretary
Paul Bowers	Treasurer
Steve Waite	
Les Osmond	
Graeme Leech	
Irene Waters	
Christine Philip	
Eddie Webb	
Geoffrey Scott-Baker	

The Charitable Benevolent Fund

The Trust Deed provides for four Trustees and the following members held such office during the year:

Julian Dickins
Stuart Lashford
Kath Nurse
John Winchcombe

When a vacancy occurs among the Trustees, the continuing Trustees initially discuss this. They then make a recommendation to Club Council, the Club's governing body. Club Council then make a proposal to the Club as a whole in general meeting, following which the appointment is made. New Trustees are made aware of their responsibilities and they familiarise themselves with the governing document, administrative procedures and the objects of the charity. The Trustees periodically review the risks that the charity faces and take steps to minimise such risks particularly those associated with the distribution and control of funds and health and safety issues.

Professional Advisers

Banker:	Nat West Bank 30 Market Place Newbury Berkshire RG14 5AG
Independent Examiner:	PBA Accountants and Business Advisers Limited Ramsbury House Charnham Lane Hungerford Berkshire RG17 0EY

**ROTARY CLUB OF NEWBURY
COUNCIL AND TRUSTEES REPORT (CONTINUED)
FOR THE YEAR ENDED 30 JUNE 2023**

Statement of Council and Trustees' responsibilities

The Council and Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and regulations.

Charity law requires the trustees to prepare financial statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards) and applicable law.

Under charity law the council and trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of its net incoming/outgoing resources for that period. In preparing these financial statements, they are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue to operate.

The council and trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

The Trustees' Report has been approved by the Trustees on 4 April 2024 and signed on their behalf by:-

Julian Dickins
On behalf of the Council and Trustees

REPORT OF THE ACCOUNTANTS TO THE ROTARY CLUB OF NEWBURY CLUB COUNCIL ON THE PREPARATION OF THE UNAUDITED ACCOUNTS

In accordance with the engagement letter, we have prepared for your approval the accounts of the Rotary Club of Newbury for the year ended 30 June 2023 as set out on pages 6 – 7 from your accounting records and from information and explanations you have given us.

As a practising member firm of the Association of Chartered Certified Accountant (ACCA), we are subject to its ethical and other professional requirements which are detailed at <https://www.accaglobal.com/gb/en/member/standards/rules-and-standards/rulebook.html>.

This report is made solely to you in accordance with the terms of our engagement letter. Our work has been undertaken solely to prepare for your approval the accounts of the Rotary Club of Newbury and state those matters that we have agreed to state to you in this report in accordance with the guidance of ACCA as detailed at http://www.accaglobal.com/content/dam/ACCA_Global/Technical/fact/technical-factsheet-163.pdf.. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than you, for our work, or for this report.

You have approved the accounts for the year ended 30 June 2023 and have acknowledged your responsibility for it, for the appropriateness of the financial reporting framework adopted and for providing all the information and explanations necessary for the preparation of the accounts.

We have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the accounts.

Date: 4 April 2024

PBA Accountants and Business Advisers Limited

Chartered Certified Accountants

**Ramsbury House
Charnham Lane
Hungerford
Berkshire
RG17 0EY**

ROTARY CLUB OF NEWBURY
INCOME AND EXPENDITURE FOR YEAR ENDED
30 JUNE 2023

	2023	2022
	£	£
INCOME		
Annual Subscriptions and Joining Fees	3,305.00	3,732.00
Dinner Subsidies (net of Guests Meals)	10,590.00	5527.55
Conferences, events and trips	-	-
Donations	356.00	736.05
Functions, Outings and visits	<u>10,503.92</u>	<u>14,401.37</u>
	24,754.92	24,396.97
EXPENDITURE		
RIBI – HQ Fees	2,432.50	2,607.42
District Levy	630.00	420.00
Printing, Postage and Stationery	-	-
Club Goods	108.00	354.30
Dinner Subsidies costs	10,147.00	5317.65
Presidents' Allowance	250.00	400.00
Sundry Expenses	699.38	986.56
Conferences, events and trips	-	-
Functions, Outings and visits	3,000.05	7794.51
Surplus on Functions donated to Benevolent	<u>7,503.87</u>	<u>6606.86</u>
	24,770.80	24,487.30
Deficit for the Year	<u><u>(15.88)</u></u>	<u><u>(90.33)</u></u>

Environmental and Conservation Fund:

Grant Received	-	-
Costs incurred	<u>-</u>	<u>-</u>
(Deficit) for the Year	<u><u>-</u></u>	<u><u>-</u></u>

This was originally a grant received to establish a bat hibernaculum on Greenham Common. If there were any funds left after all establishment and maintenance costs had been met, there was a potential for a refund of the excess to be made to the Grantor. As the grantor is no longer in existence application has been made to the Charity Commission to apply these funds to any environmental or conservation related projects. Approval has been granted.

ROTARY CLUB OF NEWBURY
BALANCE SHEET AS AT 30 JUNE 2023

	2023	2022
	£	£
ASSETS		
Fixtures and Fittings	1.00	1.00
Presidents Jewel	1.00	1.00
Stock of Club Goods	1.00	1.00
Cash at Bank	8,898.74	8,209.62
Sundry debtors	<u>-</u>	<u>-</u>
	8,898.74	8,212.62
<u>Less:</u> Sundry Creditors – Dinner subsidy refunds	<u>(2,013.00)</u>	<u>(1,311.00)</u>
	<u><u>6,885.74</u></u>	<u><u>6,901.62</u></u>
Represented by:		
INCOME AND EXPENDITURE ACCOUNT		
Balance as at 1 July 2022	4,996.52	5,086.85
Deficit for the Year	<u>(15.88)</u>	<u>(90.33)</u>
	4,980.64	4,996.52
Environmental and Conservation Fund		
Balance as at 1 July 2022	1,905.10	1,905.10
(Deficit) for the year	<u>-</u>	<u>-</u>
	<u>1,905.10</u>	<u>1,905.10</u>
	<u><u>6,885.74</u></u>	<u><u>6,901.62</u></u>

Approved by: **Paul Bowers**

Date: 4 April 2024

On behalf of the Club Council

REPORT OF THE INDEPENDENT EXAMINERS TO THE TRUSTEES OF THE ROTARY CLUB OF NEWBURY BENEVOLENT FUND

I report to the trustees on my examination of the accounts of the Rotary Club of Newbury Benevolent Fund (the Trust) for the year ended 30 June 2023, which are set out on pages 9 to 14.

This report is made solely to the charity's trustees, as a body, in accordance with section 154 of the Charities Act 2011. My independent examiner's work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity, the charity's members as a body and the charity's trustees as a body for my independent examiner's work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Trust'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; 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.

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

PBA Accountants and Business Advisers Limited

Date: 4 April 2024

Chartered Certified Accountants

**Ramsbury House
Charnham Lane
Hungerford
Berkshire
RG17 0EY**

**ROTARY CLUB OF NEWBURY
BENEVOLENT FUND
INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 30 JUNE 2023**

	2023	2022
	£	£
INCOME		
Members Donations to Foundation Fellowship	1,137.00	1,373.00
Sundry Donations to Benevolent Fund including members	4,811.80	2,972.00
Tanzania Project	5,187.50	10,835.91
District Grant	1,470.00	1000.00
Monthly Raffle Proceeds	256.00	96.00
Social Suppers	410.00	-
Gift Aid	5003.36	-
Afternoon Tea	963.73	-
Christmas Raffle Draw	2530.23	2855.64
Riviera Travel Commission	207.80	-
Donations from Club Events:-		
Quiz Nights	2,254.70	1787.85
Santa Fun Run	1,007.27	244.85
Boules	4,241.90	960.00
Car Boot Sale	-	458.50
Welsh Choir	-	3155.66
	<u>7,503.87</u>	<u>5646.86</u>
	29,481.29	22,327.87
EXPENDITURE		
RIBI District 1090 - Foundation Fellowship	2,830.00	2,800.00
Kids Out Project	-	-
Tanzania Project	10,491.00	7,698.00
Canal Boat Outing	1370.00	-
Young Carers	-	469.95
	<u>14,691.00</u>	<u>10,967.95</u>
Donations (note 3)	<u>13,375.00</u>	<u>9,066.29</u>
	<u>28,066.00</u>	<u>20,034.24</u>
Surplus for the year	<u>1,415.29</u>	<u>5,705.17</u>

The notes on pages 11 to 14 form part of these accounts

**ROTARY CLUB OF NEWBURY
BENEVOLENT FUND
BALANCE SHEET AS AT 30 JUNE 2023**

	2023	2022
	£	£
ASSETS		
Debtors – tax reclaim	-	500.00
Debtors – other debtors	-	-
Cash at Bank	<u>27,629.58</u>	<u>26,360.03</u>
	27,629.58	26,860.03
Less: Creditors – Held for Interact	(1,617.61)	(1253.41)
Other creditors	(359.98)	(1170.00)
Welsh Choir expenses	<u>(0.00)</u>	<u>(199.92)</u>
	<u>25,651.99</u>	<u>24,236.70</u>
 Represented by:		
ACCUMULATED FUND		
Balance as at 1 July 2022	24,236.70	18,531.53
Add: Surplus of Income over Expenditure	<u>1,415.29</u>	<u>5,705.17</u>
	<u>25,651.99</u>	<u>24,236.70</u>

Approved by: Julian Dickins

Date: 4 April 2024

On behalf of the Trustees

The notes on pages 11 to 14 form part of these accounts

**ROTARY CLUB OF NEWBURY
BENEVOLENT FUND
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2023**

1. CHARITY INFORMATION

The principal activity of the charity is the provision of grants to provide assistance in cases of special need and to support other charitable institutions, organisations and societies. The charity (charity number 261003) is domiciled in the UK. The address of the registered office is The Old School House, 42 High Street, Hungerford RG17 0NF.

2. ACCOUNTING POLICIES

a) Accounting Convention

The accounts have been prepared in accordance with the Charities SORP (FRS102) applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The accounts have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

The Rotary Club of Newbury Benevolent Fund meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The trustees have reviewed their operations and amended their grant making in order to ensure that they have sufficient facilities in place to meet their operating cash requirements for the foreseeable future.

Having regard to the above, the trustees believe it appropriate to adopt the going concern basis of accounting in preparing the financial statements

b) Critical accounting judgements and key sources of estimation uncertainty

In the application of the charity's accounting policies, trustees are required to make judgements, estimates and assumptions about the carrying value of assets and liabilities that are not readily apparent from other sources. The estimation and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an on-going basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of revision and future periods if the revision affects the current and future periods.

In the view of the trustees, no assumptions concerning the future or estimation uncertainty affecting the assets and liabilities at the balance sheet date are likely to result in a material adjustment to their carrying amounts in the next financial year.

ROTARY CLUB OF NEWBURY
BENEVOLENT FUND
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 30 JUNE 2022

2. ACCOUNTING POLICIES (continued)

c) Financial Instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

d) Income

All incoming resources are included in the statement of financial activities when the charity is entitled to the income, receipt is probable, and the amount can be quantified with reasonable accuracy.

e) Expenditure

Expenditure is recognised on an accrual basis as each liability is incurred.

Grants payable are included where the grant has been agreed during the year and there are no conditions to be met relating to the grant which remain in the control of the charity.

f) Liabilities

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure.

g) Creditors and provisions

Creditors and provisions are recognised when the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

h) Cash and cash equivalents

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are highly liquid investments that mature in no more than three months from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

ROTARY CLUB OF NEWBURY
BENEVOLENT FUND
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 30 JUNE 2023

3. DONATIONS

	2023	2022
	£	£
MapAction	-	250.00
NWN Christmas Parcels Fund	300.00	300.00
Friends of Young Carers	100.00	300.00
Watermill Theatre	-	200.00
Rotary Club of St Vincent	1000.00	-
Homestart	1100.00	-
Thames Hospice	-	
West Berkshire Therapy Centre	2300.00	200.00
Salama Project	500.00	-
Berkshire Youth	-	500.00
Wateraid	150.00	-
Reading Rotary Club re Orum Desks	-	270.00
Speakability	-	100.00
West Berkshire Mencap	1,300.00	1,100.00
Fair Close Day Centre	725.00	150.00
Newbury College re musical instruments	-	2296.29
The Samaritans	150.00	-
Turning Point	250.00	-
Parkinsons UK, Newbury	300.00	-
IRFHP re Ukraine	-	1000.00
Shelterbox	300.00	-
Wallingford Petanque	200.00	-
Time to Talk	2350.00	800.00
Thatcham Rotary	150.00	-
New Life	1100.00	800.00
Newbury Riding for the Disabled	1100.00	800.00
	<u>13,375.00</u>	<u>9,066.29</u>

4 TRUSTEES' REMUNERATION AND EXPENSES

None of the trustees received any remuneration or reimbursed expenses during the year.

There were no related party transactions during the year.