

Report of the Trustees and
Financial Statements for the Year ended 31 March 2021
for
The Lytham Heritage Group

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For the Year Ended 31st March 2021

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The Lytham Heritage Group
Reference and Administrative details
For the Year Ended 31st March 2021

Charity Number	701152														
Holding Trustees	S W Forshaw A G Kirby M Bell														
President – Non Trustee	A G Kirby														
Executive Committee (Trustees)	<table> <tr> <td>S W Forshaw</td><td>Chairman</td></tr> <tr> <td>M Bell</td><td>Treasurer</td></tr> <tr> <td>J Trueman</td><td>Secretary</td></tr> <tr> <td>A G Kirby</td><td></td></tr> <tr> <td>H Fletcher</td><td></td></tr> <tr> <td>D Hoyle</td><td></td></tr> <tr> <td>S Williams</td><td></td></tr> </table>	S W Forshaw	Chairman	M Bell	Treasurer	J Trueman	Secretary	A G Kirby		H Fletcher		D Hoyle		S Williams	
S W Forshaw	Chairman														
M Bell	Treasurer														
J Trueman	Secretary														
A G Kirby															
H Fletcher															
D Hoyle															
S Williams															
Address	2 Henry Street Lytham Lancashire FY8 5LE														
Independent Examiner	Leanne Nield ACA Arc Accountancy Solutions Limited 51 Laverton Road Lytham St. Annes Lancashire FY8 1EN														
Hon Solicitor	Dickinsons Solicitors 24 Park Road St Annes on Sea Lytham St Annes FY8 1PA														
Bankers	<p>Royal Bank of Scotland Drummond House (BC) Branch 1 Redheughs Ave, Edinburgh, EH12 9RH,</p> <p>HSBC BANK PLC Oxford Square Blackpool FY4 4YH</p> <p>CAF Bank Limited Kings Hill West Malling Kent ME19 4TA</p> <p>Scottish Widows Bank plc P O Box 12757 67 Morrison Street Edinburgh EH3 8YJ</p> <p>Lloyds Bank plc Corporation Street (309090) Branch 30 Corporation St, Blackpool FY1 1EN</p>														

The LythamHeritage Group
Report of the Executive Committee
For the Year Ended 31st March 2021

The Executive Committee has pleasure in submitting its report and accounts for the year ended 31 March 2021.

Structure, governance and management

Governing document

The Lytham Heritage Group was formed on 4 February 1987 and is governed by the Constitution adopted on 3 November 1988 as amended on 2 April 1990, 9 June 2010, 12 November 2010 and 15 June 2011. It is a registered charity regulated by the Charity Commission.

Appointment of Trustees

All Members of the Executive Committee are Trustees of the charity. Officers and Members of the Executive Committee are elected annually at the Annual General Meeting and outgoing Members may be re-elected.

Any freehold and leasehold property and all other property of any description acquired by or belonging to the Group is vested in Holding Trustees. Holding Trustees must be at least two in number or a trust corporation. The power of Holding Trustees is vested in the Executive Committee. A Holding Trustee must be a Member of the Group.

Trustee induction and training

New Trustees are briefed on the terms of their legal obligations under charity and company law and the content of the Constitution under which the Group is governed. They are given a copy of guidance provided by the Charity Commissioners.

Organisation

The Executive Committee is responsible for the management and administration of the Group. The Executive Committee consists of the Officers, other than Honorary Officers, and not less than four and not more than eight other Members. The Executive Committee has the power to:

- fill casual vacancies occurring amongst officers of the Group;
- fill up to three casual vacancies occurring amongst Members of the Executive Committee between General Meetings; and
- co-opt further Members (who shall attend in an advisory and non-voting capacity).

The Executive Committee meets not less than six times a year at intervals of not more than two months.

Three working groups, reporting to the Executive Committee, focus on achieving the Group's strategy. These are:

- Archive
- Heritage Centre
- Windmill & Old Lifeboat House

The LythamHeritage Group
Report of the Executive Committee
For the Year Ended 31st March 2021

Risk management

Owing to the nature of the Group the only risk area is related to the financial resources. The Trustees have in place proper procedures for the safe custody of the funds and disbursements.

Objectives and activities

The Group is established for the public benefit by educating the public in the geography, history, natural history, archaeology and architecture of the Ancient Parish of Lytham.

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Group's aims and objectives and in planning future activities and setting the grant and gift making policy for the year.

The Group carries out these objects by aiming to foster and stimulate the public interest in its history and heritage and form and encourage other institutions to form a collection of photographs, documents, films and other artefacts of an educational and historical nature and to make these available for public exhibition from time to time within the area. The Group also works to secure the preservation, protection, development and improvement of the architectural features and visual amenities of historic or public interest in the area.

The main objectives during the year continued to be the pursuit of the above objectives.

During the year, other than the ongoing activities of the Group, there has been no activity due to Covid.

The Group is very involved in the community and is dependent solely on voluntary help.

Achievements and performance

The Heritage Centre, Windmill and Old Lifeboat House were closed due to COVID Restrictions during this year. The Centre exterior has been cleaned and stonework repaired
The main income this year was Covid Grants received from Fylde Borough Council

Financial review

The charity has prepared these accounts on the receipts and payments basis, summarising all money received or paid by the charity during the year.

Total receipts from cash funds for the year were £32,508 (2020: £23,623).

The net loss for the year from cash funds was £2,685(2020: gain £2,955).

The charity also invested in term deposits and received £119 in interest (2020: £245).

A statement giving details of the assets and liabilities at the end of the year is provided on page 7.

The Lytham Heritage Group
Report of the Executive Committee
For the Year Ended 31st March 2021

Reserves

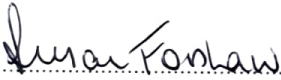
A "working capital" minimum balance of £5,000 will be held in instant access accounts with the balance invested in short to medium term fixed rate cash securities following our policy of a low attitude to risk

Plans for future periods

We are working on the IT System to improve our CRM data and the ability for the public to view our archive material

The Archive Team will continue to create exhibitions in line with our primary objectives of education and heritage awareness.

This report was approved by the Executive Committee and was signed on its behalf by:


.....
S Forshaw – Chairman

12.06.2023
.....
Dated

The Lytham Heritage Group
Independent Examiner's Report
For the Year Ended 31st March 2021

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31st March 2021 which are set out on pages 6 – 11.

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

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of the Institute of Chartered Accountants in England and Wales (ICAEW) which is one of the listed bodies.

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.

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.



Leanne Nield ACA
Arc Accountancy Solutions Limited
51 Laverton Road
Lytham St. Annes
Lancashire
FY8 1EN

Date: 12/6/23

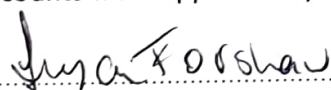
The Lytham Heritage Group
Receipts and Payments Account
For the Year Ended 31st March 2021

Cash funds	Note	Unrestricted funds £	Designated funds £	Restricted funds £	2021 Total £	2020 Total £
Receipts						
Subscriptions, grants and donations	2	32,704	-	-	32,704	14,220
Income from fundraising activities	3	(209)	-	-	(209)	9,356
Bank interest		13	-	-	13	47
Total receipts		32,508	-	-	32,508	23,623
Payments						
Fundraising activities	4	328	-	-	328	4,856
Charitable and administration costs	5	30,065	-	4,800	34,865	15,812
Total payments		30,393	-	4,800	35,193	20,668
Net receipts/(payments) for the year		2,115	-	(4,800)	(2,685)	2,955
Transfers from term deposits		-	-	-	-	-
Cash and bank balances at 31 March 2020		40,807	-	4,800	45,607	42,652
Cash and bank balances at 31 March 2021		42,922	-	-	42,922	45,607
Term deposits						
Receipts						
Interest		119	-	-	119	245
Net receipts/(payments) for the year		119	-	-	119	245
Transfer to cash funds		-	-	-	-	-
Transfers between funds		-	-	-	-	-
Term deposit balances at 31 March 2020		93,133	-	5,000	98,133	97,888
Term deposits balances at 31 March 2021		93,252	-	5,000	98,252	98,133

The Lytham Heritage Group
Statement of Assets and Liabilities
For the Year Ended 31st March 2021

	Note	Unrestricted funds £	Designated funds £	Restricted funds £	2021 Total £	2020 Total £
Cash funds						
Lloyds		31,276	-	-	31,276	13,970
HSBC		-	-	-	-	-
The Royal Bank of Scotland Plc		-	-	-	-	-
CAF deposit accounts		11,591	-	-	11,591	31,582
Cash		55	-	-	55	55
Total funds per receipts and payments account		42,922	-	-	42,922	45,607
Term deposits						
Scottish Widows Bank Plc		93,252	-	5,000	98,252	98,133
		93,252	-	5,000	98,252	98,133
Other monetary assets						
Stock		-	-	-	700	700
Accrued interest		-	-	-	-	-
Gift Aid recoverable		-	-	-	250	1,310
Insurance prepayment		-	-	-	-	-
		-	-	-	950	2,010
Assets retained for the Charity's own use	8	417,000	-	-	339,000	339,000
Liabilities						
Accruals		-	-	-	-	-

The accounts were approved by the Executive Committee on and are signed on their behalf by:


S Forshaw – Chairman

12.06.2023.
Dated


M Bell – Treasurer

12 June 2023
Dated

1 Accounting policies

Basis of accounting

These accounts have been prepared on the receipts and payments basis.

Fund accounting

General fund

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds

These funds are set aside by the Trustees out of unrestricted general funds for specific purposes or projects

Restricted funds

These are funds that can only be used for particular restricted purposes. Restrictions arise when specified by the donor or by the specific terms of the appeal under which the funds are raised. The restrictions are binding upon the Trustees of the charity.

Income

All income is included in the accounts on a receipts basis. Gifts donated for resale are included as income when they are sold.

No amounts are included in the financial statements donated by volunteers

Payments

All expenditure is accounted for when paid and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular heads they have been allocated to activities on a basis consistent with use of the resources.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Charitable costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters. Management and administration costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Value added tax

VAT is not recoverable by the Charity and as such is included in the relevant costs.

The Lytham Heritage Group
Notes to the accounts
For the Year Ended 31st March 2021

2 Subscriptions, grants and donations received

	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2021 £	Total 2020 £
Gift Aid	-	-	-	-	-
Annual subscriptions	1,435	-	-	1,435	1,642
Donations:					4,515
Windmill	-	-	-	-	
Old Lifeboat House	-	-	-	-	1,241
Donations:					1,877
Henry St & archive	-	-	-	-	
Donations (Group)	497	-	-	497	145
Refurbishment Grant			-	-	4,800
Covid Grants	30,772	-	-	30,772	-
	<u>32,704</u>	<u>-</u>	<u>-</u>	<u>32,704</u>	<u>14,220</u>

3 Income received from fundraising activities

Income on social events	334	-	-	334	1,830
Exhibitions	(546)	-	-	(546)	2,643
Sale of books and cards-					1,573
Windmill	-	-	-	-	234
Old Lifeboat House	-	-	-	-	3,076
Henry St & archive	3	-	-	3	
	<u>(209)</u>	<u>-</u>	<u>-</u>	<u>(209)</u>	<u>9,356</u>

4 Fundraising activities

Social events costs	54			54	1,868
Books and cards stock purchased	274	-	-	274	2,988
	<u>328</u>	<u>-</u>	<u>-</u>	<u>328</u>	<u>4,856</u>

The Lytham Heritage Group
Notes to the accounts
For the Year Ended 31st March 2021

5 Charitable and administrative costs

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Donations	660	-	660	826
Heritage Central heat, light & water	1,030	-	1,030	1,537
Repairs	19,212	4,800	24,012	2,570
Insurance	5,763	-	5,763	5,468
Printing and stationery	23	-	23	-
Antiquarian	884	-	884	968
Postage and telephone	993	-	993	1,094
Bank charges	5	-	5	-
Archive expenses	699	-	699	664
Cleaning expense	92	-	92	1,116
Sundry expenses	204	-	204	320
Windmill expense	-	-	-	35
Old Lifeboat House expense	500	-	500	1,214
	<u>30,065</u>	<u>4,800</u>	<u>34,865</u>	<u>15,812</u>

6 Trustees

The Trustees did not receive any remuneration or out of pocket expenses in the current year or previous.

7 Stock

Stock consists of purchased goods for resale. The estimated value of stocks held at the year end are shown on the Statement of Assets and Liabilities at the lower of cost and net realisable value. Items donated for sale are not included in the financial statements until they are sold.

8 Assets retained for the charity's own use

Fixed assets retained for the charity's use is the freehold property at 2 Henry Street. This property was revalued on 3May 2016 by Grahame Benstead MRICS IRRV of Bushells and Benstead Chartered Surveyors at Market Value.

Assets recognised but not valued in the Statement of Assets and Liabilities include the Audio Visual equipment, together with fixtures, fittings and exhibition equipment owned by the charity.

The Lytham Heritage Group
Notes to the accounts
For the Year Ended 31st March 2021

9 The movement in funds during the year were:

	Balance b/fwd £	Receipts £	Payments £	Transfers £	Balance c/fwd £
Unrestricted:					
General funds	133,940	32,627	(30,393)	-	136,174
Restricted:					
Heritage Centre Refurbishment	4,800	-	(4,800)	-	-
Old Lifeboat House Fund	5,000	-	-	-	5,000
	143,740	32,627	(35,193)	-	141,174

Heritage Centre Refurbishment

These funds will be used for tangible improvements only to the Heritage Centre.

Old Lifeboat House Fund

These funds will be used for tangible improvements only to the Old Lifeboat House.