

REGISTERED CHARITY NUMBER 701152

Report of the Trustees and  
Financial Statements for the Year ended 31 March 2022  
for  
The Lytham Heritage Group

**CONTENTS OF THE FINANCIAL STATEMENTS**  
**For the Year Ended 31<sup>st</sup> March 2022**

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The Lytham Heritage Group  
Reference and Administrative details  
For the Year Ended 31<sup>st</sup> March 2022

Charity Number	701152																		
Holding Trustees	S W Forshaw A G Kirby M Bell																		
President	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> <tr> <td>P Stringer</td><td></td></tr> <tr> <td>P Anthony</td><td></td></tr> </table>	S W Forshaw	Chairman	M Bell	Treasurer	J Trueman	Secretary	A G Kirby		H Fletcher		D Hoyle		S Williams		P Stringer		P Anthony	
S W Forshaw	Chairman																		
M Bell	Treasurer																		
J Trueman	Secretary																		
A G Kirby																			
H Fletcher																			
D Hoyle																			
S Williams																			
P Stringer																			
P Anthony																			
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 31<sup>st</sup> March 2022

The Executive Committee has pleasure in submitting its report and accounts for the year ended 31 March 2022.

## **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 Lytham Heritage Group  
Report of the Executive Committee  
For the Year Ended 31<sup>st</sup> March 2022

## **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 and to recover from the effects of the shutdowns caused by Covid at the Heritage Centre, Archive, Windmill and Old Lifeboat House

During the year, other than the ongoing activities of the Group with the Artist Displays at the Heritage Centre, the main activity has been to develop good quality heritage exhibition material and improve the

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

## **Achievements and performance**

During the year, the Group pursued the core aims of research, exhibitions and archiving.

The Group has again been particularly proud of the exhibitions it has researched, prepared and staged this year and the team's results have attracted much deserved praise and significantly increased donations.

The material sources of fundraising continue to be the provision of donation boxes, exhibitions and the sale of books and cards. The Group is also reliant on grants and gifts to meet the cost of Lytham Heritage Centre. The level of incoming resources arising from donation boxes, exhibitions, grants and gifts is entirely reliant on the generosity of the general public.

## **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 £30,891 (2021: £32,508).

The net result for the year from cash funds was £14,000 (2021: loss £2,685).

The charity also invested in term deposits and received £49 in interest (2021: £119).

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 31<sup>st</sup> March 2022

**Reserves**

A "working capital" minimum balance of £5,000 will normally 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**

Work is progressing to update and improve the displays in the Windmill and Old Lifeboat House

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 on 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 31<sup>st</sup> March 2022

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31<sup>st</sup> March 2022 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 31<sup>st</sup> March 2022

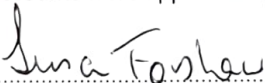
<b>Cash funds</b>	<b>Note</b>	<b>Unrestricted funds £</b>	<b>Designated funds £</b>	<b>Restricted funds £</b>	<b>2022 Total £</b>	<b>2021 Total £</b>
<b>Receipts</b>						
Subscriptions, grants and donations	2	21,877	-	-	21,877	32,704
Income from fundraising activities	3	9,013	-	-	9,013	(209)
Bank interest		1	-	-	1	13
<b>Total receipts</b>		<b>30,891</b>	<b>-</b>	<b>-</b>	<b>30,891</b>	<b>32,508</b>
<b>Payments</b>						
Fundraising activities	4	2,686	-	-	2,686	328
Charitable and administration costs	5	14,205	-	-	14,205	34,865
<b>Total payments</b>		<b>16,891</b>	<b>-</b>	<b>-</b>	<b>16,891</b>	<b>35,193</b>
<b>Net receipts/(payments) for the year</b>		<b>14,000</b>	<b>-</b>	<b>-</b>	<b>14,000</b>	<b>(2,685)</b>
Transfers from term deposits		-	-	-	-	-
Cash and bank balances at 31 March 2021		42,922	-	-	42,922	45,607
<b>Cash and bank balances at 31 March 2022</b>		<b>56,922</b>	<b>-</b>	<b>-</b>	<b>56,922</b>	<b>42,922</b>
<b>Term deposits</b>						
<b>Receipts</b>						
Interest		49	-	-	49	119
<b>Net receipts/(payments) for the year</b>		<b>49</b>	<b>-</b>	<b>-</b>	<b>49</b>	<b>119</b>
Transfer to cash funds		-	-	-	-	-
Transfers between funds		-	-	-	-	-
Term deposit balances at 31 March 2021		93,252	-	5,000	98,252	98,133
<b>Term deposits balances at 31 March 2022</b>		<b>93,301</b>	<b>-</b>	<b>5,000</b>	<b>98,301</b>	<b>98,252</b>



The Lytham Heritage Group  
Statement of Assets and Liabilities  
For the Year Ended 31<sup>st</sup> March 2022

	Note	Unrestricted funds £	Designated funds £	Restricted funds £	2022 Total £	2021 Total £
<b>Cash funds</b>						
Lloyds		45,271		-	45,271	31,276
HSBC		4	-	-	4	-
The Royal Bank of Scotland Plc		-	-	-	-	-
CAF deposit accounts		11,592	-	-	11,592	11,591
Cash		55	-	-	55	55
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total funds per receipts and payments account</b>		<b>56,922</b>	<b>-</b>	<b>-</b>	<b>56,922</b>	<b>42,922</b>
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Term deposits</b>						
Scottish Widows Bank Plc		93,301	-	5,000	98,301	98,252
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		93,301	-	5,000	98,301	98,252
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Other monetary assets</b>						
Stock	7	-	-	-	700	700
Accrued interest		-	-	-	-	-
Gift Aid recoverable		-	-	-	950	250
Insurance prepayment		-	-	-	-	-
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		-	-	-	1,650	950
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Assets retained for the Charity's own use</b>	8	<b>390,000</b>	<b>-</b>	<b>-</b>	<b>390,000</b>	<b>339,000</b>
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Liabilities</b>						
Accruals		-	-	-	-	-
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

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 31<sup>st</sup> March 2022

**2 Subscriptions, grants and donations received**

	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2022 £	Total 2021 £
Gift Aid	-	-	-	-	-
Annual subscriptions	1,459	-	-	1,459	1,435
Donations:					
Windmill	1,701	-	-	1,701	-
Old Lifeboat House	658	-	-	658	-
Donations:					
Henry St & archive	1,434	-	-	1,435	-
Donations (Group)	625	-	-	625	497
Refurbishment Grant			-	-	-
Covid Grants	16,000	-	-	16,000	30,772
	<u>21,877</u>	<u>-</u>	<u>-</u>	<u>21,877</u>	<u>32,704</u>

**3 Income received from fundraising activities**

Income on social events	1,073	-	-	1,073	334
Exhibitions	1,370	-	-	1,370	(546)
Sale of books and cards-					
Windmill	387	-	-	387	-
Old Lifeboat House	143	-	-	143	-
Henry St & archive	6,040	-	-	6,040	3
	<u>9,013</u>	<u>-</u>	<u>-</u>	<u>9,013</u>	<u>(209)</u>

**4 Fundraising activities**

Social events costs	793			793	54
Books and cards stock purchased	1,893	-	-	1,893	274
	<u>2,686</u>	<u>-</u>	<u>-</u>	<u>2,686</u>	<u>328</u>

The Lytham Heritage Group  
Notes to the accounts  
For the Year Ended 31<sup>st</sup> March 2022

**5 Charitable and administrative costs**

	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
Donations	-	-	-	660
Heritage Central heat, light & water	1,318	-	1,318	1,030
Repairs	2,531	-	2,531	24,012
Insurance	6,405	-	6,405	5,763
Printing and stationery	-	-	-	23
Antiquarian	558	-	558	884
Postage and telephone	962	-	962	993
Bank charges	21	-	21	5
Archive expenses	691	-	691	699
Cleaning expense	387	-	387	92
IT Services	512	-	512	-
Sundry expenses	750	-	750	204
Windmill expense	35	-	35	-
Old Lifeboat House expense	35	-	35	500
	<b>14,205</b>	<b>-</b>	<b>14,205</b>	<b>34,865</b>

**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 18 June 2021 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 31<sup>st</sup> March 2022

9      The movement in funds during the year were:

	Balance b/fwd £	Receipts £	Payments £	Transfers £	Balance c/fwd £
<b>Unrestricted:</b>					
General funds	136,174	30,940	(16,891)	-	150,223
<b>Restricted:</b>					
Old Lifeboat House Fund	5,000	-	-	-	5,000
	<b>141,174</b>	<b>30,940</b>	<b>(16,891)</b>	<b>-</b>	<b>155,223</b>

**Old Lifeboat House Fund**

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