



Lauren's Forever Purple Charity Trustees' Annual Report for the period

| Period start date | | | | Period end date | | | |
|-------------------|-----|--------|------|-----------------|-----|--------|------|
| | Day | Month | Year | | Day | Month | Year |
| From | 1 | August | 2018 | To | 31 | August | 2019 |
| | | | | | | | |

Reference and administration details

Charity name
Other names charity is known by
Registered charity number
Charity's principal address

| | |
|---------------------------------|------------------|
| Lauren's Forever Purple Charity | |
| | |
| | |
| 4 Warwick Close | |
| Fulwood | |
| Preston | |
| Lancashire | Postcode PR2 3JN |

Names of the charity trustees on date of approval of Trustees' Annual Report

| | 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 Tobin | Chairman | Jul to Aug 2019 | |
| 2 | Michelle Clinch | Secretary | Jul to Aug 2019 | |
| 3 | Gill Thomson | Vice Chairman | Jul to Aug 2019 | |
| 4 | Patsy Francis | Web administration | Jul to Aug 2019 | |
| 5 | Dianne Thomas | Treasurer | Jul to Aug 2019 | |

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| N/A | |

Names and address of advisor (Optional Information)

| Type of Advisor | Name |
|-----------------|------|
| None | |

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

Jo Griffith CEO

Description of the charity's trusts

| | |
|---------------------------------------|--|
| Type of governing document | Constitution adopted 25 th June 2018 |
| How the charity is constituted | |
| Trustee selection methods | Currently trustees will be appointed or reappointed annually at the Annual General Meeting to be held in March 2019. |

Structure, governance and management

| | |
|--|---|
| Type of governing document | Constitution of a Charitable Incorporated Organisation (CIO) |
| Trustee recruitment and appointment | All trustees confirmed at the board meeting on the 25 th June 2018 with a period serving initially of 12 months. |

Additional governance issues (Optional information)

You may choose to include additional information, where relevant, about:

- **Policies and procedures adopted for the induction and training of trustees**
- **The charity's organisational structure and any wider network with which the charity works**
- **Relationship with any related parties**
- **Trustees' consideration of major risks and the system and procedures to manage them**

There are a number of policies in place as follows:

- Children's Protection
- Disciplinary Appeals
- Disclosure or Malpractice
- Equal Opportunities
- Expenses Policy for Trustees
- Expenses Policy for Volunteers
- Finance Policy
- First Aid Policy
- Health & Safety
- Personal Grievance
- Safeguarding
- Violence/Aggression
- Volunteer
- Zero Tolerance

DBS checks are carried out prior to commencement of employment or volunteering. These checks are carried out again every two years in line with statutory requirements.

LFPC is a member of National Council for Voluntary Small Organisations (NCVO) which provides helpful advice and opportunities for small organisations. We are also a member of the Small Charities Coalition, which provides the management of exchange mentoring services.

LFPC is also partnered with the Community Gateway association from whom we rent the rooms for the 'Drop in' sessions.

All trustees give their time voluntary and received no remuneration or other benefits.

Objectives and activities

Charitable purposes

To further or benefit the residents of Lancashire, primarily but not exclusively those with learning disabilities or mental health issues (hereinafter referred to as 'the beneficiaries') without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the beneficiaries by the establishment and maintenance of a community centre.

Summary of the main activities in relation to these objects

Provide sessions in the local community with a view to establishing views from attendees of what is needed or missing in the area or indeed what works in others area and could therefore be replicated.

You may choose to include further statements, where relevant, about:

- Policy on grantmaking
- Policy programme related investment
- Contribution made by Volunteers

We are grateful for the people that have volunteered to date and have spent time listening to the charity's vision. Without this valuable contribution of time, energy and expertise the work involved in moving the charity forward would be much harder.

Any surplus funds in future years, which are not likely to be needed to pay for activities will be placed on deposit to earn interest.

Achievements and performance

Summary of the main achievements of the charity during the financial period

- In March 2019 a Tom Jones tribute charity night was organized with food and entertainment.
- At the event a raffle, sit down bingo and auction took place to raise further funds.
- Over the year the funds raised were just over £12,000.
- We have a Just Giving page set up and a text donation facility which links back to Just Giving.
- We have a website set up which is kept up to date and a social media presence on Twitter and Facebook.
- We also have a current and active list of contacts made of relevant organisations and health professionals, including lists of current fundraisers to approach.
- Some volunteers were established.
- Sessions at Sion Park were ceased, and a new venue booked following requests from the attendees at the sessions.
- New sessions commenced at the Plungington Road community centre.
- We became aware of a church hall that was available for free for 12 months, so the sessions moved to St Andrews Church Hall. The hall has a kitchen and plenty of tables and chairs.
- A fundraising dance event was organised at the new centre with a tombola and a cake stall, plus tea and coffee sold.
- The application to the Charity Commission placed on the 1st August 2018 to be become a Charitable Incorporated Organisation (CIO) was successful and the Charity Reg No is 1181919.

Financial review

Brief statement of the charity's policy on reserves

All of our cash at bank is unrestricted funds. These funds are held in order to meet any expenditure that may occur, for example room hire and stationery supplies. We have reserves this year of £11000.93, the bulk of which is held in a savings account. In future years we aim to hold at least £10,000 and no more than £15,000 in reserves at the year end. The charity's policy on reserves is to constantly review the accounts and the balance in the bank. It is felt appropriate to have at least 3 months expenditure in the account, which would amount to approximately £3000. Once the balance in the bank account falls below £4000 then further fundraising activities to be organised or funding applications completed. Furthermore, fundraising activities should be constantly monitored along with funding applications and these should both be active. Charity finance policy has been written.

Details of any deficit

None in the year

Donated facilities and services (if any)

Sion Park no longer being used, and some free sessions were utilised at the Plungington Community centre. St Andrews Church Hall was offered for free for a period of 12 months.

Other optional information

| | |
|---|--|
| <p>You may choose to include additional information, where relevant about:</p> <ul style="list-style-type: none"> • The charity's principal sources of funds (including any fundraising). • How expenditure has supported the key objectives of the charity. • Investment policy and objectives including any ethical investment policy adopted. | <p>Our main source of funds this year has been fund raising events. We rely on the local community and our local council for their continuing support. We have been made aware of some small community grants that we can apply for once we have two signatories set up on the charity bank account. This is currently pending.</p> <p>The major expenditure in the year has been to pay an Operations manager to work closely with the CEO and to pay the CEO a consultancy fee to put in place all the regulation, including policies and procedures, Public Liability insurance, promoting the new sessions, and general governance of the charity, including organizing board meetings, AGM and liaising with the trustees. With the main cost being a necessary one. From Jan 2019, the operations manager is no longer in situ as it was deemed that the charity could not sustain the costs going forward. All duties of the operations manager will be covered by the CEO which is why the consultancy fee has been paid in the year. Events continue to be organized and funding applications made.</p> |
|---|--|

Future Plans

In July 2019 the CEO suffered a personal tragedy and unfortunately had to cease the sessions at the church hall and all charity events for the foreseeable future. Although the following is still the ethos of the charity and future events, it is unclear when these plans will recommence - There will be a continued emphasis on providing a social scene for those with learning differences and mental health issues but open to all. Plus other structured activities to build and deepen the confidence and capability of our attendees through social events. We would also like to explore the idea of a mobile phone app which would attempt to provide information from three strands; Health, Finances and Social, with the possibility of a link to a help line. Research will be carried out in to gauge if this is a viable and useful tool.

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

JOHN TOBIN

| | | |
|------------------------------|---------------------------------|--|
| Position (e.g. Chair) | CHAIR | |
| Date | Date of AGM to be inserted here | |

Disclosure Section

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment Funds | Total Funds | Last Year (NA) |
|---|--|---|--------------------|----------------|-------------------|
| A1 Receipts | | | | | |
| <i>Grants & Donations</i> | 10934.22 | - | - | 10934 | |
| <i>Membership subscriptions</i> | - | - | - | - | |
| <i>Fundraising and donations</i> | 1384.68 | - | - | 1385 | |
| Gross receipts from other charitable activities | 124.69 | - | - | 125 | |
| Award and Activity entrance fees | | | | | |
| <i>Interest</i> | 5.54 | - | - | 5 | |
| <i>Gift aid receipts</i> | - | - | - | - | |
| Sub total | 12449.13 | - | - | 12449 | |

A2 Assets & Sales NA

Total receipts

| | | | |
|-------|--|--|-------|
| 12449 | | | 12449 |
|-------|--|--|-------|

A3 Payments

| | | | | |
|-------------------------|-----|--|--|-----|
| Fundraising event costs | 140 | | | 140 |
|-------------------------|-----|--|--|-----|

| | | | | |
|--------------------|--------------|--|--|--------------|
| Room hire | 120 | | | 120 |
| Minibus expenses | 3 | | | 3 |
| Travel Exps | 90 | | | 90 |
| Staff Remuneration | 10393 | | | 10393 |
| Insurance | 172 | | | 172 |
| Fundraising Aids | 156 | | | 156 |
| Sundries & Admin | 268 | | | 356 |
| Sub Total | 11343 | | | 11343 |

A4
Asset and Investment purchases
NA

| | | | | |
|-----------------------|-------|--|--|-------|
| Total Payments | 11343 | | | 11343 |
|-----------------------|-------|--|--|-------|

Net of receipts/ Payments

| | | | | |
|-----------------------------------|-------|--|--|-------|
| A5 transfers between funds | 1106 | | | 1106 |
| A6 Cash fund last year end | 9895 | | | 9895 |
| Cash fund this year end | 11001 | | | 11001 |
| | | | | |

Section B Statement of assets and liabilities at the end of the period

B1 Cash funds

| Categories | Details | Unrestricted funds to nearest £ | Restricted fund to nearest £ | Endowment funds to nearest £ |
|---|----------------------|---------------------------------|------------------------------|------------------------------|
| Total Cash Funds (agree balances with receipts and payments account(s)) | Cash at Bank | 11000.93 | | |
| | Final Gift Aid Claim | | | |

| | |
|---|-----------|
| B2 Other Monetary Assets | NA |
| B3 Investment Assets | NA |
| B4 Assets retained for the charity's own use | NA |