

# Trustees' Annual Report for the period

Period start date

Period end date

From

To

## Section A

## Reference and administration details

Charity name

ALFORD FOCAL POINT

Other names charity is known by

Registered charity number (if any)

1162899

Charity's principal address

6 South Market Place

Alford

Lincolnshire

Postcode

LN139AF

### 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	Richard Quantrell	Chairman		Existing Trustees
2	Victoria Hynes	Vice Chairman		ditto
3	Caroline Louise McGahon	Treasurer		ditto
4	Lucy Iaqueriello	Secretary		ditto
5	Deborah Wagstaff			ditto
6	Harold Dewick-Eisele			ditto
7	Andrew Taylor			ditto
8	Kathlyn Lillian Walsh			ditto
9	Keith John Battarbee			ditto
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name

Dates acted if not for whole year


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

Type of adviser	Name	Address

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

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## Section B Structure, governance and management

#### Description of the charity's trusts

Type of governing document

(eg. Trust deed, constitution)

How the charity is constituted

(eg. Trust, association, company)

Trustee selection methods

(eg. elected by, elected by)

CIO Foundation Model Constitution as filed with the Charity Commission

CIO

By existing trustees

#### 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.

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**Summary of the objects of the charity set out in its governing document**

To establish and operate a community library for Alford in conjunction with Lincolnshire County Council and their agents and Alford Town Council  
To create a community resource centre to enhance the promotion of education and social welfare within the community

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The operation of the community library previously established by the charity for 14.5 hours each week.  
Completion of the adaptation of the previous library computer suite into a computer and education space.  
Conversion of the previously unused first floor of the building into a conference room, family room, utility room and kitchen which facilities are now available for hire to community groups.  
The trustees have read the guidance issued by the Charity Commission on public benefit under Section 17(5) of the Charities Act and the Charities (Accounts and Reports) Regulations 2008 and have paid due regard to it in managing its activities throughout the period of this report.

**Additional details of objectives and activities (Optional information)**

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

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

Completion of all building works namely:-  
Refurbishment of the ground floor library premises  
Conversion of 3 small offices on the first floor into a conference room and decorating and furnishing the same  
Redecorating and refurbishment of first floor room previously used as a dental surgery into a family room and furnishing the same  
Creating a fully functioning kitchen in a first floor room previously used as office accommodation  
Hire of first floor premises to organisations including Alford Town Council, East Lindsey Advice Project and Town Twinning Association.  
Planning and commencing the provision of activity sessions for children and young people.



## Section E Financial review

Brief statement of the charity's policy on reserves

The charity will aim to have in reserve such amount as is required to ensure continued operation for up to 18 months. This will ensure that in the event of Lincolnshire County Council refusing to renew its initial 4 year revenue funding package there will be adequate time to apply to other grant funders.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

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

- 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.

## Section F Other optional information

## Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

R. Quantrell

Full name(s)

Richard Quantrell

Position (eg Secretary, Chair, etc)

Chairman

Date

13.5.18

**Alford Focal Point  
Financial Year**

**Statement of Account  
1-11-2016 to 31-10-2017**

Income		Expenditure	
Opening Balance (Bank)	£9,537.00	Electricity	£901.58
Opening Balance (p/cash)	£100.00	Gas	£1,388.90
		Water	£62.94
Grants	£27,180.40	Business rates	£819.33
Donations	£5,120.00	Insurances	£619.85
Room Hire	£1,054.00	Telephone	£636.24
Printing services	£313.00	Licences	£223.28
Sale of books	£166.00	Printing/Stationery	£177.83
Audio book rental	£82.00	Computer/TV	£3,920.08
Sale of asset	£179.00	Repairs/Refurbishments	£19,544.16
Fines/computer cards	£232.00	Cleaning/Sundries	£1,330.76
		Legal Fees	£40.00
	<b>£43,963.40</b>		<b>£29,664.95</b>
Monies in Bank 31/10/16			
	£14,233.64		
Petty Cash	£64.81		
	<b>£14,298.45</b>		

Accounts to my knowledge are complete and correct; ✓

signed:



Dated:

18.7.18.