

Charity Registration Number: 283758

WINDSOR LIONS CLUB CHARITY TRUST FUND

REPORT AND ACCOUNTS

FOR THE YEAR ENDED 30 JUNE 2018

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REPORT AND ACCOUNTS

FOR THE YEAR ENDED 30 JUNE 2018

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WINDSOR LIONS CLUB CHARITY TRUST FUND

REPORT AND ACCOUNTS

FOR THE YEAR ENDED 30 JUNE 2018

OFFICERS

President:	Paul Maxwell
First Vice President	Diane Purchase
Second Vice President	Judy Hill
Secretary	Paul Skinner
Treasurer	Phillip Sargeant

BANKERS

CAF Bank Ltd, Kings Hill, West Malling, Kent, ME19 4JQ

Charity Registration Number: 283758

**WINDSOR LIONS CLUB CHARITY TRUST FUND**  
**REPORT AND ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2018**

**TRUSTEES REPORT**

The purpose of the Trustees' Report is to set out the objectives of the Lions Club and assist in the interpretation of the accounts set out on pages 5 to 10.

Other information is provided to comply with the latest Statement of Recommended Practice.

**Charitable Objects**

The Club is affiliated to Lions Clubs International, a global organisation of volunteers dedicated to the highest standards of community and humanitarian service. Windsor Lions Club exists for fellowship and to help those in need in the local community through both fundraising and direct involvement.

**Organisation and Governance**

Windsor Lions Club Charity Trust Fund is an unincorporated association and is governed by the Trust Deed dated 29 May 1981. Its charity registration number is 283758. The Club's working titles are Windsor Lions Club and Lions Club of Windsor.

The Club comprises volunteers who pay an annual membership subscription. It is managed by a Board of Trustees who are elected annually by and from amongst the membership.

The Club holds business meetings once a month and decisions are made on a simple majority basis unless Constitutional or legal requirements mandate a greater majority.

**Financial Management and Reserves Policies**

The Club operates three bank accounts. The Activities account is the main account for the receipt of funds and payment of donations and can contain funds of both an unrestricted and restricted nature. The Horse Ride account is used solely for receipts and expenses associated with the Club's annual horse ride, which is its largest fundraising event of the year, and all of these funds are unrestricted. The Club account is used for the receipt of membership dues and payment of other expenses associated with the running of the Club itself. The use of the separate Club administration account means that all monies raised through the Activities and Horse Ride accounts can be used directly for the good causes the Club wishes to support.

The Club maintains its reserves at such a level as to allow for short term cash flow variations and to provide for contingencies. The Club's aim is to make donations in line with funds received, rather than to increase reserves for future donations.

**Activities**

During the year the Lions Club of Windsor organised fundraising events and activities as set out in Note 2 to these accounts.

The Club's main fundraising event of the year is the Horse Ride held in Windsor Great Park. The number of entrants in this year's event was higher than that of the previous year with the event being fully subscribed. Receipts from the event amounted to £72,678 (2017: £53,399) with an overall surplus of £63,173 (2017: £38,946) being generated.

A total of £80,175 (2017: £65,471) was raised from fundraising activities during the year. Expenses incurred in running these activities were £10,185 (2017: £15,299), leading to net income for the year of £69,990 (2017: £50,172)

**WINDSOR LIONS CLUB CHARITY TRUST FUND**  
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**TRUSTEES REPORT / continued**

During the year the Club donated £58,034 in cash grants and £20,994 in other goods and services to charities and other good causes, the majority of them in the local area.

The Club's welfare programme provides help to those in need by paying for facilities necessary for basic comfort, Christmas visits and sponsoring youth activities.

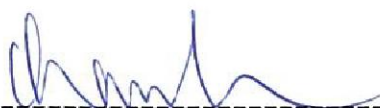
Trustees

All members of the Club elect Trustees annually, and all Trustees are members of the Club. The following served as Trustees during the year:

Graham Alston  
Nigel Dallas-Conte  
Mark Fraser  
John Jenkins

Paul Maxwell  
Diane Purchase  
Philip Sargeant

Michael Sells  
Paul Skinner  
David Voyce



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President

15 April 2019

The principal office of the charity is located at 4 The Cloisters, Bridgeman Drive, Windsor, Berkshire. SL4 3ST

**WINDSOR LIONS CLUB CHARITY TRUST FUND**

**REPORT AND ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2018**

**INDEPENDENT EXAMINER'S REPORT**

**Independent Examiner's Report to the Trustees of the Windsor Lions Club Charity Trust Fund**

I report on the accounts of the Trust for the year ended 30 June 2018, which are set out on pages 5 to 10.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 43(2) of the Charities Act 1993 (The 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under Section 43(3) (a) of the 1993 Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under Section 43(7) (b) of the 1993 Act; and
- To state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented to me with those records. It also includes consideration of any unusual items or disclosure in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements have not been met:
  - to keep accounting records in accordance with section 41 of the 1993 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act.
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



**Frank Hovell FCCA**  
Perfect Accountancy Services Ltd  
35 Ruddlesway  
Windsor  
SL4 5SF  
16 April 2019

WINDSOR LIONS CLUB CHARITY TRUST FUND  
REPORT AND ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2018  
BALANCE SHEET

	Note	2018 £	2017 £
<u>Current Assets</u>			
Cash at bank:-			
Activities Account		11,809	5,743
Horse Ride Account		40,570	33,803
Interest Only Account		2,448	2,274
Prepayments and Deferred Income	4	-	10,000
		<u>54,827</u>	<u>51,820</u>
<u>Current Liabilities</u>			
Amount falling due within one year	5	(500)	(500)
Total Assets less Current Liabilities		<u>54,327</u>	<u>51,320</u>
<u>Funds</u>			
Unrestricted		46,083	44,862
Restricted		8,244	6,458
		<u>54,327</u>	<u>51,320</u>

Approved by the board of trustees on 15 April 2019 and signed on its behalf by

  
Honorary Treasurer

**WINDSOR LIONS CLUB CHARITY TRUST FUND**  
**REPORT AND ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2018**  
**STATEMENT OF FINANCIAL ACTIVITIES**

	Note	2018 Unrestricted £	2018 Restricted £	2018 Total £	2017 Total £
<b><u>INCOMING RESOURCES</u></b>					
From Voluntary Sources					
Donations		3,756	13,172	16,928	5,355
Fundraising Events	2	80,175	-	80,175	65,471
From Assets					
Bank Interest		-	174	174	-
		<u>83,931</u>	<u>13,346</u>	<u>97,277</u>	<u>70,826</u>
<b><u>RESOURCES EXPENDED</u></b>					
Direct Charitable Expenditure	3	71,905	11,560	83,465	47,381
Fundraising and Publicity	2	10,185	-	10,185	15,299
Governance Costs	7	620	-	620	580
Total Resources Expended		<u>82,710</u>	<u>11,560</u>	<u>94,270</u>	<u>63,260</u>
Net incoming resources in the year		1,221	1,786	3,007	7,566
Fund balances brought forward at 1 July 2017		44,862	6,458	51,320	43,754
Fund balances carried forward at 30 June 2018		<u>46,083</u>	<u>8,244</u>	<u>54,327</u>	<u>51,320</u>



WINDSOR LIONS CLUB CHARITY TRUST FUND

REPORT AND ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2018

CLUB ADMINISTRATION ACCOUNT

	2018		2017	
	£	£	£	£
<b><u>Income</u></b>				
Subscriptions		2,940		1,860
Less: District and Multiple District Dues	1,551		1,045	
International Dues	1,171		1,032	
		(2,722)		(2,077)
		<u>218</u>		<u>(217)</u>
<b><u>Other Income</u></b>				
Charter Lunch net receipts	156		1,313	
Christmas Dinner net receipts	174		705	
Other Donations	300		500	
Donations received from members	834		336	
		<u>1,465</u>		<u>2,854</u>
<b><u>Expenditure</u></b>				
Website Hosting	317		0	
Stationery	128		170	
Club supplies	80		274	
Bank Charges	60		40	
Insurances	44		44	
Charity Donation	0		650	
Zoho Subscription	0		347	
Flowers	0		34	
Postage	0		5	
		(629)		(1,565)
Excess/(Shortfall) of Income over Expenditure		<u>1,053</u>		<u>1,073</u>
Balance brought forward at 1 July 2017		1,835		763
Balance carried forward at 30 June 2018		<u><u>2,889</u></u>		<u><u>1,835</u></u>

WINDSOR LIONS CLUB CHARITY TRUST FUND  
REPORT AND ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2018

NOTES TO THE ACCOUNTS

1. ACCOUNTING POLICIES

The financial statements have been prepared under the historical cost convention and in accordance with SORP 2005 for charity accounting published in July 2008.

Income

All income is recorded on an accruals basis.

2. FUNDRAISING GROSS RECEIPTS AND PAYMENTS

2017/18

		Receipts £	Payments £	Net £
<u>Unrestricted Funds</u>				
September 2017	Horse Ride	72,678	(9,505)	63,173
October 2017	Swimathon	7,497	(680)	6,817
		<u>80,175</u>	<u>(10,185)</u>	<u>69,990</u>

2016/17

		Receipts £	Payments £	Net £
<u>Unrestricted Funds</u>				
September 2016	Horse Ride	53,399	(14,453)	38,946
October 2016	Swimathon	12,072	(846)	11,226
		<u>65,471</u>	<u>(15,299)</u>	<u>50,172</u>

The balance of the Restricted Funds comprises the following:

- £2,448 represent the balance on the Interest Only account, which may be spent only on certain types of welfare projects in the local area.
- £5,796 represents funds collected in respect of the provision of a number of defibrillators in and around Windsor town centre.

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**REPORT AND ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2018**  
**NOTES TO THE ACCOUNTS / continued**

**3. DIRECT CHARITABLE EXPENDITURE**

	Note	2018 £	2017 £
Donations paid to charitable organisations	3.1	58,097	39,711
Payments for goods and services supplied to beneficiaries		20,994	6,423
Payments directly in support of the above		4,374	1,247
		<u>83,465</u>	<u>47,381</u>

Proposals for grants are considered by all members of the Club at its monthly business meeting. Most proposals are in the form of a formal written request received either directly from the organisation or individual seeking support or from someone raising funds on behalf of that organisation or individual. Larger proposals will first be assessed by one of the Club's subcommittees before being brought to the monthly business meeting, and in the case of applications from charities checks such as a review of the latest set of financial statements may be undertaken.

Other proposals may be submitted directly by members of the Club if they feel that a person or organisation would be a deserving recipient of the Club's support.

All proposals are voted on by the members at the business meeting, with a simple majority being required to support a proposal.

**3.1 DONATIONS PAID TO CHARITABLE ORGANISATIONS**

Donations in excess of £1,000 were made to the following organisations during the year:

	£
Riding for the Disabled Association	5,280
SportsAble	4,441
Cancer Research UK	4,100
Thames Valley Adventure Playground	3,400
Thames Hospicecare	3,000
Blue Acre Horse Rescue	2,922
Windsor Horse Rangers	2,888
Electric Eels Swimming Club	2,440
Windsor Community Defibrillator Partnership	2,331
Citizens Advice Bureau	2,000
Dedworth Medical Centre	2,000
Windsor MENCAP	2,000
Windsor Foodshare	2,000
Eden Ward, Wexham Park Hospital	2,000
The Know How	2,000
Friends of Clewer Green School	1,577
Wickwood Campsite	1,061

Donations of £1,000 or less were made to a further 42 organisations and individuals.

**WINDSOR LIONS CLUB CHARITY TRUST FUND**  
**REPORT AND ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2018**  
**NOTES TO THE ACCOUNTS / continued**

4. PREPAYMENTS AND DEFERRED INCOME

	2018 £	2017 £
Deferred Income	-	<u>10,000</u>

5. LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018 £	2017 £
Independent Examination fee accrual	<u>500</u>	<u>500</u>

6. EMPLOYEES AND TRUSTEES REMUNERATION

There were no employees of the charity in the current or preceding year.

None of the trustees was employed by the charity and no remuneration or expenses were paid to any trustee in the current or preceding year.

7. RESOURCES EXPENDED

The resources expended by the charity include:

	2018 £	2017 £
Independent Examination fee	500	500
Bank Charges	120	80
	<u>620</u>	<u>580</u>