



# Trustees' Annual Report for the period

Period start date		Period end date	
From	1 <sup>st</sup> November 2017	To	31 <sup>st</sup> October 2018

## 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	LN13 9AF		

### 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		
2	Victoria Louise Hynes	Vice Chairman		
3	Caroline Louise McGahon	Treasurer	1 <sup>st</sup> November 2017-15 <sup>th</sup> October 2018	
4	Glynis Jennifer Docker	Treasurer	15 <sup>th</sup> October 2018 – 31 <sup>st</sup> October 2018	
5	Lucy Iaquaniello	Secretary		
6	Harold Dewick-Eisele			
7	Andrew Taylor			
8	Kathlyn Lilian Walsh			
9	Keith John Battarbee		1 <sup>st</sup> November 2017 – 15 <sup>th</sup> October 2018	
10	Elizabeth Graham Ramm		15 <sup>th</sup> October 2018 – 31 <sup>st</sup> October 2018	
11	Deborah Wagstaff		1 <sup>st</sup> November 2017 – 19 <sup>th</sup> February 2018	
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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)	CIO Foundation Model Constitution as filed with the Charity Commission
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	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**

Successful operation of the library for 14.5 hours per week in partnership with GLL, Lincolnshire County Council and Alford Town Council  
Providing activity and story telling sessions for children and young people  
Hiring of first floor of the premises to Alford Town Council, East Lindsey Advice Project and various voluntary organisations  
The commencement of a project in partnership with Lincolnshire Community and Voluntary Service to collect and disseminate information about all volunteer organisations operating in Alford

**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

7<sup>th</sup> January 2020

<b>Alford Focal Point</b>		<b>Statement of Account</b>	
<b>Financial Year</b>		<b>1-11-2017 to 31-10-2018</b>	
Opening Balance (Bank)	£14,233.64	<b>Expenditure</b>	
Grants	£5,808.60	Business rates	£1,604.09
Donations	£1,000.00	Electricity	£1,077.89
Room Hire	£700.64	Gas	£2,628.49
Printing/photocopying	£98.46	Water	£213.46
Sale of books	£79.75	Insurances	£651.07
Audio book rental	£74.81	Phone/Broadband	£884.72
Fines	£62.48	Licences	£137.60
<b>Income</b>	<b>£7,824.74</b>	TV licence	£147.25
Monies in Bank 31/10/18	£11,651.74	Printing/Stationery	£279.53
	<b>£22,058.38</b>	Activities/workshops	£339.88
		Petty Cash	£100.00
Opening Balance (p/cash)	£64.81	Cleaning/Sundries	£1,427.87
<b>Cash held 31/10/18</b>		Repairs/Refurbishments	£914.79
Petty Cash	£22.07		
Donation tub	£34.80		<b>£10,406.64</b>
Floats for tins	£12.00		
		total spend Petty Cash	£142.74

Accounts to my knowledge are complete and correct;

signed:



Dated:

14.01.19.