

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF GOVERNANCE	EXECUTIVE COMMITTEE	5 DECEMBER 2023	12
LYTHAM INSTITUTE – CHARITY REPORTING			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

RELEVANT LEAD MEMBER

This item is within the remit of Lead Member for Finance and Resources (Councillor Ellie Gaunt).

PURPOSE OF THE REPORT

This report outlines the information that the Council as trustee is required to submit to the Charity Commission regarding Lytham Institute as part of an annual return that all charities are required to make.

RECOVERABILITY

This decision is not recoverable because it relates to:

- A recommendation to the council or to any other committee or sub-committee of the council

RECOMMENDATION

The committee is asked to:

Approve the Trustees Annual Report and Annual Accounts for the period to 31st March 2023 as shown at the appendices to this report for submission to the Charity Commission by the statutory deadline of 31st January 2024.

REPORT

Charity Commission Return

1. The Trustee (The Council) must make an annual return to the Charity Commission regarding Lytham Institute as part of an annual return that all charities are required to make. This return sets out the objectives and activities of the Trust, its achievements and performance, and incorporates a financial review together with any information on structures, governance, and management. The proposed return is attached at Appendix A to this report.

Preparation and Independent Examination of the Financial Accounts of the Trust

2. As the charity's trustee, Fylde Council is also responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011. The Council has sought the advice of specialist accountants (Rushtons) in the preparation of the accounts because charity accounts must be compiled in accordance with

specific reporting standards. Rushtons have also undertaken the independent examination of the charity's accounts required under section 145 of the act. The accounts are shown at Appendix A to this report and the committee is requested to approve those accounts prior to the submission of the accounts to the Charity Commission as is required.

CORPORATE PRIORITIES	
Economy – To create a vibrant and healthy economy	
Environment – To deliver services customers expect	
Efficiency – By spending money in the most efficient way	
Tourism – To create a great place to live and visit	

IMPLICATIONS	
Finance	There are no financial implications arising directly from this report.
Legal	The return and reports are required to be submitted each year by every charity, unless exempt.
Community Safety	None
Human Rights and Equalities	None
Sustainability and Environmental Impact	None
Health & Safety and Risk Management	None

SUMMARY OF PREVIOUS DECISIONS
Finance and Democracy Committee 25 January 2021: Approved the Trustees Annual Report and Annual Accounts for the period to 31 st March 2020.
Finance and Democracy Committee 24 January 2022: Approved the Trustees Annual Report and Annual Accounts for the period to 31 st March 2021.
Finance and Democracy Committee 30 January 2023: Approved the Trustees Annual Report and Annual Accounts for the period to 31 st March 2022.

BACKGROUND PAPERS REVELANT TO THIS ITEM		
Name of document	Date	Where available for inspection
Lytham Institute Trustees Annual Report to 31 st March 2023		Town Hall, Lytham St Annes
Lytham Institute Annual Accounts to 31st March 2023		Town Hall, Lytham St Annes

LEAD AUTHOR	CONTACT DETAILS	DATE
Ian Curtis	ian.curtis@fylde.gov.uk	22 November 2023

Attached Documents:

Appendix A - Lytham Institute Trustees Annual Report and Accounts to 31st March 2023