

REGISTERED CHARITY NUMBER: 1186995

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR
ENDED 31 MARCH 2020
FOR
THE LYTHAM INSTITUTE**

Rushtons
Chartered Accountants
Shorrock House
1 Faraday Court
Fulwood
Preston
Lancashire
PR2 9NB

THE LYTHAM INSTITUTE

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FOR THE YEAR ENDED 31 MARCH 2020**

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THE LYTHAM INSTITUTE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2020

The trustees present their report with the financial statements of the charity for the year ended 31 March 2020. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1186995

Principal address

Fylde Council
Town Hall
Lytham St Annes
Lancashire
FY8 1LW

Trustees

Fylde Borough Council

Independent examiner

Rushtons
Chartered Accountants
Shorrock House
1 Faraday Court
Fulwood
Preston
Lancashire
PR2 9NB

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, Indenture dated 29 September 1917 and constitutes an unincorporated charity.

No trustees have been appointed since 1917. The sole trustee expects to seek a change to its trusts to (inter alia) enable it to appoint additional trustees.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

THE LYTHAM INSTITUTE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2020

OBJECTIVES AND ACTIVITIES

Objectives and aims

To maintain Lytham Institute for public use under the provisions of the Public Libraries Acts 1892 - 1901 and the Museum and Gymnasiums Act 1891 or any Acts re-enacting or amending the said Acts or any of them.

The charity has maintained and managed the Lytham Institute building and has ongoing arrangements with a number of community groups. Activity has been limited following the library operator ceasing its activities from the building.

The trustee has had regard to Charity Commission guidance on public benefit.

A number of community groups have an involvement in the use of the building historically although its future use is to be the subject of consultation going forward.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Lancashire County Council formally surrendered their user rights to occupy part of Lytham Institute building on 30 July 2020.

Following the library/registrar operator ceasing its activities from the building use has been limited to the following community activities:

- yoga
- slimming club
- music society / judo
- dog agility classes

A comprehensive building condition survey was undertaken in 2019. The survey estimated that the cost to convert/refurbish the building for future community/public use was £1,689,669.

One of the main items of expenditure for the Trust last year was the building survey which was a key piece of work to be considered against the future use of the building.

Approved by order of the board of trustees on and signed on its behalf by:

.....
Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE LYTHAM INSTITUTE**

I report on the accounts for the year ended 31 March 2020, which are set out on pages four to eight.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I have examined your charity's accounts as required under section 145 of the Charities Act 2011 ('the Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. that accounting records were not kept as required by section 130 of the Act; or
2. that the accounts do not accord with those records; or
3. that the accounts do not comply with the accounting requirements of the Act; or
4. that there is further information needed for a proper understanding of the accounts.

Independent examiner's statement

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission I have found no matters that require drawing to your attention.

Adam Calvert
ACA
Rushtons
Chartered Accountants
Shorrock House
1 Faraday Court
Fulwood
Preston
Lancashire
PR2 9NB

Date:

THE LYTHAM INSTITUTE

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2020

	Notes	Unrestricted fund £
INCOMING RESOURCES		
Incoming resources from generated funds		
Voluntary income		1,000
Activities for generating funds	2	49,892
Total incoming resources		<u>50,892</u>
RESOURCES EXPENDED		
Costs of generating funds		
Costs of generating voluntary income	3	36,633
Governance costs		14,259
Total resources expended		<u>50,892</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>-</u></u>

The notes form part of these financial statements

THE LYTHAM INSTITUTE

BALANCE SHEET
AT 31 MARCH 2020

	Notes	Unrestricted fund £
FIXED ASSETS		
Tangible assets	6	1,000
CREDITORS		
Amounts falling due within one year	7	(1,000)
NET CURRENT ASSETS/(LIABILITIES)		<u>(1,000)</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		-
NET ASSETS		<u>-</u>
FUNDS	8	
Unrestricted funds		-
TOTAL FUNDS		<u>-</u>

The financial statements were approved by the Board of Trustees on
and were signed on its behalf by:

.....
Trustee

The notes form part of these financial statements

THE LYTHAM INSTITUTE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. ACTIVITIES FOR GENERATING FUNDS

	£
LCC Library contribution	26,606
Room rental	8,064
Funded by Fylde Council	15,222
	<hr/>
	49,892
	<hr/> <hr/>

THE LYTHAM INSTITUTE

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2020

3. COSTS OF GENERATING VOLUNTARY INCOME

	£
Staff costs	4,101
Rates and water	6,891
Insurance	2,322
Light and heat	3,087
Sundries	179
Repairs and maintenance	3,818
Support costs	16,235
	<u>36,633</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2020.

5. STAFF COSTS

	£
Wages and salaries	23,245
	<u>23,245</u>

The average monthly number of employees during the year was as follows:

-
-

No employees received emoluments in excess of £60,000.

6. TANGIBLE FIXED ASSETS

	Freehold property £
COST	
Additions	1,000
	<u>1,000</u>
NET BOOK VALUE	
At 31 March 2020	1,000
	<u>1,000</u>

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	£
Other creditors	1,000
	<u>1,000</u>

THE LYTHAM INSTITUTE

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2020**

8. MOVEMENT IN FUNDS

	Net movement in funds £	At 31.3.20 £
TOTAL FUNDS	-	-
	-	-

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	50,892	(50,892)	-
TOTAL FUNDS	50,892	(50,892)	-
	50,892	(50,892)	-

THE LYTHAM INSTITUTE

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2020

£

INCOMING RESOURCES

Voluntary income

Donations 1,000

Activities for generating funds

LCC Library contribution 26,606

Room rental 8,064

Funded by Fylde Council 15,222

49,892

Total incoming resources

50,892

RESOURCES EXPENDED

Costs of generating voluntary income

Agency staff 4,101

Rates and water 6,891

Insurance 2,322

Light and heat 3,087

Sundries 179

Repairs and maintenance 3,818

20,398

Governance costs

Wages 2,909

Accountancy 1,000

Professional fees 10,350

14,259

Support costs

Management

Wages 12,325

Finance

Wages 3,910

50,892

Total resources expended

Net income

-

This page does not form part of the statutory financial statements