

# East Lancashire Masonic Charity



Celebrating  
300 Years of  
Freemasonry



Annual Report and Accounts  
For the Year ended 31st December 2017

**Hewlett Court Advisory Committee meeting with the Residents— all opinions and desires are listened to as part of our commitment to continual improvement to the exceptional service that we provide to our beneficiaries and clients.**



**Karen Hall (ELMC Administrative Officer)  
Julie Ward (ELMC Director of Operations)  
Chad Northcott (Chairman of the ELMC)**

**Excellent teamwork and communication between all of our people ensures the Charity operates as perfectly as possible.**



**Sir David Trippier—our President, presenting to Mr Maurice Watkins CBE, Central Manchester Hospitals Charity.**

**We are proud of what we do:**

**Supporting Communities  
Improving Lives**



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## INTRODUCTION FROM THE PRESIDENT

I have been privileged to have been the President of the ELMC for the last twelve months. During that time and for many years in the past, I have been continually impressed by the outstanding work of the Charity and of the tireless work carried out by so many of my colleagues who have ensured that our Charitable work has been something to be very proud of.

My gratitude goes to all the Board members of the ELMC, the "Fund Raising Committee" and the "Grants Committee" for disbursing our funds in such a professional and responsible way.

2017 was our Tercentenary Year and this Province rose to the challenge of making sure that it was a wonderful celebration of 300 years of Freemasonry and we enjoyed considerable publicity both locally and regionally. The National publicity was excellent and unprecedented in our long history.

In such a "land mark" event, we have enjoyed the generous support of so many Lodges, Chapters and individuals for which we are extremely grateful.

I would like to express my personal thanks to Chad Northcott, the Chairman of the ELMC, Kirk Mulhearn the Chairman of the Fund Raising Committee, all those who sit on the various ELMC Committees and our wonderful ladies in the Welfare Office who do a magnificent job on our behalf. To me, they are all "unsung heroes", whose dedication is worthy of the highest praise.

Right Worshipful Brother Sir David Trippier  
**President**



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**Sir David, supported by the Mayor of Bury, Councillor Dorothy Gunther, and special guest, comedian, Jimmy Cricket, at the Teddy Bears' Picnic —celebrating 300 years of Freemasonry at Hewlett Court**





## REFERENCE AND ADMINISTRATIVE DETAILS

The **East Lancashire Masonic Charity (ELMC)** is a Registered Charity (Registered Number 225151) constituted as a company limited by guarantee (Company Number 79735). It is the principal charity for Freemasons in the Masonic Province of East Lancashire.

### BOARD OF DIRECTORS/TRUSTEES - \* Non-Executive

|                  |                       |                        |
|------------------|-----------------------|------------------------|
| President        | Sir David Trippier *  |                        |
| Deputy President | Derek N. Thornhill *  |                        |
| Chairman         | Chad A Northcott      |                        |
| Hon. Secretary   | Philip J Price        |                        |
| Hon. Treasurer   | Jonathan S. Brownson  |                        |
|                  | David Lightbown       |                        |
|                  | Michael Boden         | (retired 13.12.2017)   |
|                  | Ken Davies MBE        | (retired 27.09.2017)   |
|                  | Mark W Davis          |                        |
|                  | Kirk Mulhearn         | (appointed 27.09.2017) |
|                  | Robert S C Mitchell * |                        |
|                  | William R. Waite *    |                        |
|                  | Julie Ward            |                        |



**ELMC Board at AGM 2017**



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|                         |   |
|-------------------------|---|
| REGISTERED OFFICE:      | Hewlett Court<br>Newcombe Road,<br>Ramsbottom,<br>Bury,<br>BL0 9XJ  |
| AUDITORS:               | Percy Westhead & Company<br>Chartered Accountants and Statutory Auditors<br>Greg's Buildings<br>1 Booth Street<br>Manchester M2 4AD   |
| BANKERS:                | National Westminster Bank plc<br>11 Spring Gardens<br>Manchester M60 2DB  |
| INVESTMENT ADVISORS:    | W H Ireland Ltd<br>One New Bailey<br>4 Stanley Street<br>Salford, M3 5JL  |
| SOLICITORS:             | DWF Solicitors<br>Scott Place<br>2 Hardman Street<br>Manchester M3 3AA  |
| MANAGEMENT:             |   |
| Director of Operations: | Mrs Julie Ward  |
| Administrative Officer: | Mrs Karen Hall  |
| Principal address:      | East Lancashire Masonic Charity<br>Hewlett Court<br>Newcombe Road<br>Ramsbottom<br>Bury<br>BL0 9XJ<br>Tel: 01204 886552<br>Email: <a href="mailto:elmc@eastlancsmasons.org.uk">elmc@eastlancsmasons.org.uk</a><br>Website: <a href="http://www.elmc.co.uk">www.elmc.co.uk</a> |



## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The ELMC was incorporated on the 13th January 1904. The Provincial Grand Master of the Masonic Province of East Lancashire is a non-Executive Director and President of the Charity. The Deputy Provincial Grand Master is also a non-Executive Director and the Deputy President. The business and affairs of the Charity are directed by the Board of Directors/Trustees in accordance with the Articles of Association, and managed on a day to day basis by the Operations Director, Julie Ward, and part-time Administrative Officer, Karen Hall.

Voting Members, known as Representative Members, are appointed by each Lodge and Chapter of the Masonic Province of East Lancashire. Any Brother, his family or friend may become an “Individual Member” of the ELMC at the discretion of the Board through a personal gift of at least £60 per annum. These “Friends” are entitled, should they wish, to attend the Annual General Meeting and to receive a copy of the Annual Report, but are not entitled to cast a vote at the AGM.

### **THE BOARD OF DIRECTORS/TRUSTEES**

The Board of the ELMC comprises:

The President who shall act in a non-Executive capacity

The Deputy President who shall act in a non-Executive capacity

The Chairman of the Charity

The Secretary of the Charity

The Treasurer of the Charity

The Chairman of the Benevolent Committee

The Chairman of the Grants Committee

The Chairman of the Hewlett Court Advisory Committee

The Provincial Grand Almoner

The Provincial Grand Charity Steward

Three non-Executive Directors including the Chairman of the Museum Committee, with an option for a total of up to five non-Executive Directors.

The President, the Deputy President, the Provincial Grand Almoner and the Provincial Grand Charity Steward are all ex-officio Members of the Board, other Members are elected at each Annual General Meeting.





## Induction and Training of Members of the Board:

Upon appointment or election to the Board, new Members receive the following:

- 1 Information explaining the extent of the involvement required.
- 2 A copy of the Memorandum and Articles of Association of the Company.
- 3 Copies of the most recent Annual Report and Accounts/Statement of Trustees' responsibilities.
- 4 An explanation of membership of the Board.
- 5 Copy of the Charity Commissioner's Guide to the responsibilities of a Charity Trustee.
- 6 Copies of the minutes of previous meetings of the Board.

The Board appoints Committees, which are approved at the Annual General Meeting each year, to consider and make recommendations to it for the management of the Charity. The appointed Committees are:

**The Committee of Benevolence** consists of a representative of each of the Districts in the Masonic Province of East Lancashire together with other members nominated by the President or the Board. The role of the committee is to determine the provision of charitable assistance to needy Freemasons, their widows or other dependent relatives. The Committee of Benevolence operates two Sub-Committees – the Comforts Fund Committee and Young People's Committee. Much of the work of the Benevolence Committee is coordinated with the Freemasons' Grand Charity in London, to whom petitions are submitted for consideration.

**Hewlett Court Advisory Committee** whose responsibility is to offer professional support and guidance to the Director of Operations and Manager.

**The Grants Committee** supports non-Masonic charities and other good causes that are proposed by Lodges and Districts within the Province of East Lancashire. It also supports direct applications made to it by charities and good causes. It encourages the active involvement of Freemasons within their local communities.

**The Fund Raising Committee** has a responsibility to oversee a clear Marketing, Communication and Fund Raising strategy across the Province.

**The Investment Committee.** The investment policy is to maximise the long term return on the Charity's Investment funds, subject to the risks normally associated with a balanced approach to portfolio management. The Charity does not restrict itself to any particular category of investment. The performance of the funds is measured against appropriate benchmark indices. The committee monitors the Charity's investments at regular meetings with advice taken from W H Ireland Ltd, its Stockbroker.



## OBJECTIVES AND ACTIVITIES

The Charity is the central vehicle for the delivery of Masonic charity and care on behalf of Freemasons in East Lancashire. It augments the charitable work of Freemasons in their Lodges and Districts by supporting those in need within the wider Masonic “family”, eligible projects which benefit local communities and other good causes.

### **The specific objectives for which the Charity is established are:**

- 1 The relief of poverty by the provision help and assistance to needy Freemasons, or their widows or any other of their dependent relatives, living predominantly but not exclusively in East Lancashire.
- 2 The education of children of needy or deceased Masons.
- 3 To make grants in cash or kind for the purpose of relieving the immediate and pressing needs of Freemasons or their families who live predominantly, but not exclusively, in East Lancashire.
- 4 To provide help and assistance to other charitable and good causes for the general benefit of the public or communities situated predominately, but not exclusively, in the East Lancashire area.

The Trustees confirm that they have complied with the duty in section 4 of the 2011 Charities Act to have due regard to guidance published by the Charity Commission on public benefit.

## ACTIVITIES OF THE YEAR

The core activity of this Charity, since its inception over one hundred years ago, has been to support and care for the less fortunate within our Masonic and the extended community. The number of beneficiaries supported by the Committee of Benevolence and the Welfare Office was 782 in this financial year. In addition to the time given freely by Almoners, Charity Stewards and many other committed Freemasons, the financial value of the grants and support to East Lancashire beneficiaries in 2017 consisted of £76,822 from the ELMC and a further £382,777 (supporting 206 beneficiaries) from the Masonic Charitable Foundation (financial support £220,919, family £43,250, health £110,800 and residential care £7,808).



The ELMC Grants Committee is now well established and is giving financial support to projects, often in which Freemasons are actively involved, bringing benefits which improve the quality of life in local communities. It continues to make grants to local charities and good causes where comparatively small contributions make a considerable difference. In 2017 the Fund received 51 applications (in 2016 - 43 applications were received) and approved grants to 33 organisations (in 2016 – 37 were approved) totalling £59,171 (2016 - £57,169). The impact of these donations was very important, as supporting the Province during the tercentenary year of Freemasonry enabled us to raise the profile of the ELMC.

Other ELMC donations include £5,000 (Masonic) and £80,000 (non-Masonic).

Hewlett Court, the sheltered accommodation owned and operated by the Charity, continues to provide a happy and nurturing environment for its residents, with a capacity of a maximum of 44 residential places.

Julie Ward, Operations Director for ELMC and Hewlett Court, continues with the management of the day to day activity of the Charity from her base at Hewlett Court.

During the year the membership of the Board and its various committees has been considered and the governance of the constituent parts of the Charity has been kept under review. As reported in previous years we continue to monitor the governance of the Charity and risk management at all levels of the operation.

This annual report provides more detail on the activities of the individual components of the charity. To keep up to date on all ELMC activities, please visit our website.

[www.elmc.co.uk](http://www.elmc.co.uk)



[twitter.com/e\\_l\\_m\\_c](https://twitter.com/e_l_m_c)



[facebook.com/eastlancashiremasoniccharity](https://facebook.com/eastlancashiremasoniccharity)



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## THE COMMITTEE OF BENEVOLENCE

|                 |                                      |
|-----------------|--------------------------------------|
| David Lightbown | Chairman                             |
| Jeff Ward       | Deputy Chairman (Burnley and Pendle) |
| Philip J Price  | ELMC Hon. Secretary                  |
| Mark W Davis    | Provincial Grand Almoner             |
| Kirk Mulhearn   | Provincial Grand Charity Steward     |
| Charles B Ward  | Chairman, Comforts Fund Committee    |

## DISTRICT REPRESENTATIVES

|                  |                             |
|------------------|-----------------------------|
| Peter D Whitnall | Bury                        |
| Malcolm Hearsey  | Bolton                      |
| Alston Hall      | Rochdale                    |
| Brian Reynolds   | Ashton & Mossley            |
| David Platt      | Oldham                      |
| Francis Salt     | East Ribble                 |
| Nigel Johnson    | Audenshaw                   |
| Alan Potts       | Salford                     |
| Elliott Moss     | Manchester Districts        |
| Julie Ward       | ELMC Director of Operations |

The Committee of Benevolence (COB) meets on a monthly basis throughout the year to consider petitions brought to them by the Provincial Welfare Officers, Almoners or other concerned Brethren on behalf of Freemasons, their family and dependants who are considered to be in need, for either financial assistance or other forms of support. Whilst financial assistance is the main form of support other factors are taken into consideration where required. Assistance is also considered for home repairs or household appliances and any special needs equipment to help improve the quality of life, with each case being considered on its merit.

All applications for support are considered first by the COB and, where appropriate, are submitted to the Masonic Charitable Foundation (MCF) for further consideration. In the last year, the MCF has given financial support to 206 beneficiaries within the Province of East Lancashire totalling £382,777, with additional financial support of £84,278 being provided by the ELMC, this being dispersed via the Committee of Benevolence, the Comforts Fund and the Young Peoples Committee.



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The total number of beneficiaries of ELMC for 2017 was 773, comprising 94 Widows, 10 Brethren, 28 Married Couples, 2 Spinsters, 1 Bachelor, 63 Young People, 36 Residents of Hewlett Court, and 539 Widows of Closed Lodges; due to the unfortunate closure of Lodges the latter figure has increased considerably since the previous report in 2016.

During 2017 there were 34 new petitions for financial support, 63 cases were reviewed and 7 made new Beneficiaries of the Charity.

Although the Committee of Benevolence meets on a monthly basis to consider petitions, we also aim to react as quickly as possible to any request for immediate assistance which are received, with each case being considered on its merit. The Chairman works closely with both the Provincial Grand Almoner and Provincial Grand Charity Steward, with such emergency cases being ratified at the next COB meeting.

I would like to offer my sincere thanks to all members of the Committee of Benevolence, the Provincial Welfare Officers, Julie Ward and Karen Hall for all their hard work and support during the last twelve months.



**In 2017 The Benevolence Committee looked after the needs of 773 beneficiaries including 36 Residents of Hewlett Court (shown here being entertained by the children from the local school).**



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## COMFORTS FUND COMMITTEE

|                 |                             |
|-----------------|-----------------------------|
| Charles B Ward  | Chairman                    |
| David Lightbown | Deputy Chairman             |
| Dennis Gilmore  |                             |
| Mahtarr Samba   |                             |
| David Platt     |                             |
| Julie Ward      | ELMC Director of Operations |

### Spring Party

The Comforts Fund Committee organised the ELMC Spring Party at Stanley House, Manchester Road, Audenshaw on Tuesday 11<sup>th</sup> April 2017. The event was supported by the President of the ELMC, Sir David Trippier and his wife, along with a number of Officers of the ELMC, Assistant Provincial Grand Masters and their partners.

WBro Charles Ward and his Committee members greeted 100 guests of the Charity. There were also a number of residents from Hewlett Court in attendance.

The afternoon commenced with a tea and biscuits reception followed by a three-course dinner. After dinner entertainment was provided by Peter Sarsfield, who performed a Frankie Valli tribute.

During the evening the Committee Members and Officers were able to circulate and chat amongst the guests. Each guest was presented with a gift to remember the Evening, which was enjoyed by all.

### The ELMC Spring Party

**In 2017 almost 100 guests were welcomed to Middleton Masonic Hall by WBro Charles Ward (shown here with Team Leader, Rachel Cookson), members of the Comforts Fund committee and Officers of the ELMC**



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## **Annual Holiday**

The ELMC Comforts Fund Committee arranged for the Annual Holiday for 2017 to take place from 29<sup>th</sup> May to 5<sup>th</sup> June 2017, once again, at the Clifton Park Hotel, St Anne's on Sea. This venue becomes more and more popular and resulted in sixty one widows and Brethren of the Province attending the holiday along with the Comforts Fund Chairman, WBro Charles Ward and Julie Ward.

The group departed from Hewlett Court where a tea/coffee reception was provided followed by a wonderful buffet lunch, prepared by our resident Cooks Melanie and Mariya. A glass of wine [or two] was also enjoyed prior to departure for St Anne's. It was such a wonderful atmosphere with both Residents and holiday attendees mixing together.

On 1<sup>st</sup> June a day trip was arranged for afternoon tea at Hipping Hall, Kirby Lonsdale. The event was spectacular and the staff looked after the group extremely well. The weather was glorious, and an excellent day was had by all. On Monday 5<sup>th</sup> June we returned to Hewlett Court for a light lunch before saying our goodbyes until the next time we met in September for the Autumn Outing. As always, the food, facilities and staff at the hotel were fantastic with the added bonus of the glorious sunshine for the full week.

The Brethren of East Lancashire should be very proud of the work that they do to enable the Charity to fund such events.

## **Autumn Outing**

The Comforts Fund Committee finished their yearly programme of events with an Autumn Day Out which took place on Monday 4<sup>th</sup> September 2017. The day commenced at 9.30 am where 40 plus guests, together with the Comforts Fund Committee Chairman, arrived at Hewlett Court for a tea and biscuits reception. The coach departed at around 10.15am to depart for Bakewell, Peak District and Derbyshire.

A three-course meal was provided with wine at the Rutland Arms Hotel, after which the guests visited Bakewell Market.

The Comforts Fund Committee aims to provide a 'special' day out which is so much enjoyed by all our beneficiaries. Many of our guests just enjoy meeting up with old friends once again.





## THE YOUNG PEOPLE'S COMMITTEE

|                      |                             |
|----------------------|-----------------------------|
| Roger Tinker         | Chairman                    |
| Edward Smethurst     |                             |
| Paul Doran           |                             |
| Gary O'Neill         |                             |
| Richard Riley        |                             |
| Raymond P Evans      |                             |
| Christopher Creelman |                             |
| Karen Hall           |                             |
| Julie Ward           | ELMC Director of Operations |

The Young Peoples' Committee has a duty of care for Young Persons in East Lancashire who meet the criteria of being a beneficiary of the Masonic Charitable Foundation [MCF], in full time education or training and have a masonic connection in the Province of East Lancashire.

Young Persons who qualify receive additional support from the YPC. Our aim is to build upon the work of the MCF by creating a community where the beneficiaries are able to meet with others who have experienced similar life changing events. The committee organise a number of events each year to provide a forum where the beneficiaries can take part in a range of activities and meet in an informal social gathering. The parent / guardians are also invited to attend these events enabling them to share experiences.

The events are normally held during the school holidays. In 2017 we organised five events: Bowling at AMF Bury, Burrs Park Activity Centre, Sailing at Rivington, Slav's Snow Show and Pennine Go-karting / Laser Quest.

The group also participated in celebrating the Tercentenary of United Grand Lodge.

In June we participated in the Teddy Bear's Picnic. Our stall was themed on the idea of a "Memory Book" that contained messages from current Young People and past members expressing how the support given by the Masonic Movement had made a difference in their lives. The "Memory Book" was proposed by one of the families supported. We will continue to maintain the "Memory Book" as it is a reminder of how we can contribute to ensuring that all our Young People are offered the opportunities to continue in their chosen paths. The stall also highlighted the many outings that had been organised by the YPC.



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To celebrate the Tercentenary the Province of Dorset organised a five day activity holiday for up to 300 young persons aged 12 – 14 years old. The holiday was based at PGL, Osmington Bay, Dorset. The activities included Dragon Boat Racing, Giant Swing, Trapeze, Archery, Fencing, Zip Wire, and many more.

One of the YPC beneficiaries and her Mother went on the holiday. They both enjoyed the experience. The cost of the holiday was covered by the United Grand Lodge and Province of East Lancashire.

### **AMF Bowling, The Rock, Bury 10<sup>th</sup> April 2017**

Twelve Young People accompanied by three parent / guardians and two committee members attended the outing. Four lanes had been booked for three games to be played. A score rating system was agreed. This was used to determine the overall winner and runner-up at the end of the session. The Young People are extremely competitive. Everybody took to their lanes and the games began. Every gutter ball, especially if it was delivered by a committee member was met with derision. Equally every strike or hard fought spare met with a unified cheer. The winner and runner up were determined and presented with a Giant Easter Egg each. After which everybody was given an Easter Egg. It was down one flight of stairs to the Chinese Buffet for an early evening meal, some relaxation and a chat with friends who had been on the opposing team.

### **Burrs Park Activity Centre, 31<sup>st</sup> May 2017**

On a sunny afternoon at the end of May, eight Young Persons, accompanied by three committee members and one parent, gathered at Burrs Park Activity Centre in Bury for what turned out to be a very full afternoon. Everybody took part in three activities; Archery, Kayaking and Orienteering.

After being shown the basics of paddling and turning the Kayaks, reinforced by a waterborne game of 'hare and hounds,' they were also shown the best way to splash each other. These latter skills were practiced with gusto.

The final activity was orienteering. After a brief lesson on how to read and orientate the map the group set off to find the various way-points. After thanking the instructors and saying goodbye, it was a short walk to the Brown Cow for dinner.

### **Sailing, New Anderton Centre, Rivington, 8<sup>th</sup> August 2017**

Ten Young People met at the centre to take part in the day's course. After our arrival and introduction to our trainers it was into wet suits, buoyancy aids and a safety course.



The first part of the course was getting to know your boat. The instructors lead the Young People through the assembly of the boat's components, what each component does and how they affect the dynamics of the boat on the water. After erecting the mast and attaching the boom, rudder, tiller and unfurling and attaching the mainsail the group were ready to take to the water.

After a few initial nervous moments understanding how the boat felt and reacted to changes in direction our intrepid sailors set off to reach the yellow buoy. The group practised handling the boat, watched closely by the instructors. In what seemed no time at all our group sailed off down the reservoir making turns and learning how to react to the wind.

Following lunch it was back to the boats. The next sessions saw more solo crews taking to the water and the introduction of a larger boat that could take a crew of four.

When a race was proposed there were a number of volunteers. The boats sailed down to the Rivington village end of the lake to start the race. After the races and learning further skills the afternoon's session came, too quickly for many, to an end.

It was time for a shower and to get out of the wetsuits. After transport had arrived, goodbyes said, promises to keep in touch, it was time to leave.

### **Slava's Snowshow @the Lowry, 27<sup>th</sup> October 2017**

Slava's Snowshow is an experience. Its creator and star, Slava Polunin, says about the creation of the show and its main character – Assissai.

"One day I realised that I wanted to create a show that would take us back to our childhood dreams; A show which would help spectators be released from the jail of adulthood and rediscover their forgotten childhood." It is a concept that the members of the audience either get or don't succumb to.

"What a bizarre, funny and very entertaining show!", "I didn't understand it" these were the views of two of members of the Young Peoples' Committee who were at Slava's Snowshow. The other adults in the party, parents / guardians and committee members were mixed in their reaction to the show.

The Young People who were present couldn't stop laughing and were totally immersed in the performance. Our group of Young People, aged from eleven to twenty, were quickly able to re-enter their childhoods and participated enthusiastically in the experience. The show is bizarre, funny and very entertaining. It is also escapism and refreshingly devoid of any hidden messages. It is good to regain childhood if only for two and a half hours.



The group, fourteen Young People and six parents / guardians, met at the Real China Buffet in the Lowry Outlet Mall for a meal before walking across to the Lowry Lyric Theatre.

### **Pennine Go-karting and Carlos, 28<sup>th</sup> December 2017**

The YPC have made two previous Christmas visits to Pennine Karting followed by a meal at Carlos in Colne. Go-karting and Laser Battle followed by Pizza, Pasta and dessert has been a favourite destination for our Young People. Why change a winning formula.

On Thursday 28<sup>th</sup> December 2017, twenty Young People, accompanied by fifteen parents / guardians joined the committee at Pennine Go-Karting, Colne, for a two hour session of Karting and Laser Battle. The event always brings out the competitive spirit amongst our Young People both on the track and in the battle arena.

The Go-karting is run over a series of heats, each of twenty minutes to determine the fastest ten competitors. Finals consist of a cup race to decide the fastest overall and a plate completion to find the fastest of the rest. The Laser Quest is held on an individual level. In reality it's a free for all and the winner is the last person standing.

Before leaving Pennine there was a Christmas Quiz. Mention a quiz and everybody gets onto the internet. The quiz was competitive and after several recounts later the winners were declared.

After the events at Pennine we made our way to Carlos Restaurant. The service and food were, as usual, outstanding. After the meal and selection boxes distributed it was time for goodbyes and well wishes for the New Year.

### **Comment**

2017 was a year that saw a number of our group move on into university or apprenticeships. We are always glad to see them progress. Having been with them, in some cases, for twelve years we will miss their contribution to our outings. Several new family groups have joined us and we look forward to working with them.



The Young People's Committee 2017



## THE GRANT MAKING COMMITTEE

|                    |                                  |
|--------------------|----------------------------------|
| Chad Northcott     | Chairman                         |
| Sir David Trippier | President                        |
| Derek Thornhill    | Deputy President                 |
| Brian J Carter     |                                  |
| Peter Faulkner     |                                  |
| David Lightbown    |                                  |
| David Dunn         |                                  |
| Rev David Halford  |                                  |
| Kirk Mulhearn      | Provincial Grand Charity Steward |
| Gerry Russell      | Communications Liaison Officer   |
| Mark W Davis       | Provincial Grand Almoner         |
| Karen Hall         | Secretary                        |

The Grants Committee considered 51 applications for funding during 2017; 32 grants were approved totalling £59,171. This was an increase of 8 applications over the previous year (when £57,160 was dispersed). All across the Province there was increased engagement with our local communities as we celebrated the tercentenary of Freemasonry, and we are actively encouraging Districts, lodges and individuals to make greater use of the fund, to continue to improve public relations and connections riding on the wave of the year's celebrations. We receive a number of direct applications for funding from charities and good causes, most of which we refer to the Districts to seek their approval before proceeding. This gives the local team the opportunity to capitalise on the donation opportunity and, in many cases, offer hands on support too. From its launch in 2006 to the end of 2017 the Fund has approved grants to a total of circa £485K.

The Committee has a stable and experienced membership and considers all applications for non-Masonic support and financial assistance, seeking sanction from the Board for any Grants it seeks to approve that are more than £5,000 (these have included Grants of £50K to the new Manchester Diabetic Centre, £25K to Manchester Cathedral and £5K to Lifelites. The criteria used for approval of awards are wider ranging than hitherto, sitting comfortably within the definitions of charitable causes as defined by the Charity Commission.

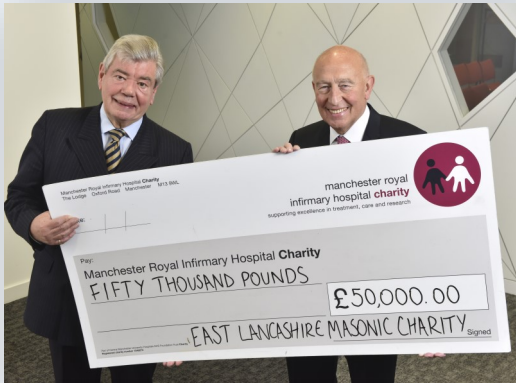
A complete list of approved Grants is maintained and displayed on the ELMC website. Supported initiatives are regularly communicated on social media channels and well reported in the Media, by both the Freemasons and the good causes and charities we support.





The role of the ELMC Grants Committee and its donations cannot be understated, in publicising the Charity and the Province in our local areas. We aim to contribute to raising the profile of both Freemasonry and the ELMC, portraying a positive image, positively changing the perceptions and understanding of Freemasonry, and attracting new members to the fraternity.

**The Grants Committee meets 4 times per year to consider grant applications for non-masonic charities and good causes benefitting our East Lancashire Communities. During the year we chose two special causes to support:**



**£25,000 to support the education of disadvantaged choristers at Manchester Cathedral and £50,000 to the Central Manchester Universities Hospital Charity sponsoring the Patient information Zone in the new Diabetes Centre currently being built for the benefit of thousands across the Province.**



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## HEWLETT COURT ADVISORY COMMITTEE

|                  |                        |                      |
|------------------|------------------------|----------------------|
| Dr Michael Boden | Chairman               | (retired 13.12.2017) |
| David Lightbown  | Chairman Elect         |                      |
| Ian Whitehead    | Deputy Chairman        |                      |
| John Hudson      | Secretary              |                      |
| Julie Ward       | Director of Operations |                      |
| David Garnett    |                        |                      |
| Chris Wildman    | Treasurer              |                      |

Chris Wildman took over treasurer duties in January 2017, he now prepares a statement of accounts for each committee meeting. Also in January the committee sanctioned the purchase of an evacuation chair.

As usual twice-yearly meetings with representatives of the residents were held in June and December. I am glad to report that there were no major issues. Work on replacing water heaters commenced in September 2017.

Emergency Lighting work has been completed. Flooding in the area adjoining the school next door to us had been addressed enabling Hewlett Court to host a Teddy Bears' picnic to help celebrate the Tercentenary of Freemasonry. This was a huge success, and a special thanks should go to all those who worked so hard to make it so. Plans were drawn up to refurbish the Courtyard at Hewlett Court as well.

Geoff Baillie and Peter Jones stood down as committee members and I thank them for their valuable in-put over the years.

At the December meeting Michael Boden handed over the reins as Chairman to David Lightbown. "I thank the committee for their unstinting support during my term as Chairman, and also thank Julie Zena, Beverley and all the staff at Hewlett Court for all their hard work in creating a happy atmosphere there. I wish David all the best for the years to come and I have no doubt that Hewlett Court is in safe hands."

In traditional Hewlett Court style we said goodbye to 2017 with a party for the Residents and welcomed in 2018 with a hearty breakfast accompanied by bucks fizz and a few hangovers!!

Hewlett Court continues to be extremely busy, the waiting list stood at fourteen people and we were running at full occupancy.



**We're here to Care**



The events diary was full with outings and in-house entertainment organised by the "Friends" Committee and the Management Team. The activities included: Valentines Day celebrations, Mother's Union Speakers, Singers, Mother's Day pampering, a Body Shop Party, the ELMC Spring Party; which a number of the Residents attended. Easter Bonnet Parade, Indian Takeaway night, Italian Takeaway Night, Clothing Parties, Go's on Tour, Hawaiian Cruise Afternoon, Cinema Night, Veteran's Choir, Father's Day pie and a pint! Cup Cake day raising money for other Charities including the MacMillan coffee morning. Visits by the children of Holcombe Brook Primary School.

There was also special occasions to celebrate significant Birthday's for the Residents. There are also Residents meetings held throughout the year enabling every Resident to have their say.

The established ELMC Annual Holiday set off from Hewlett Court in May, the holiday makers enjoyed a lovely buffet prior to boarding the coach for a week in the St Anne's sun.

The biggest event held at Hewlett Court for 2017 was the Teddy Bears Picnic, which took place on Saturday 1<sup>st</sup> July 2017, celebrating the tercentenary year. What a fantastic day! There was stalls, barbecues, beer tent, lots of children's activities, the Fusiliers Association Band, New Orleans Police Band and much more.

A trip to Blackpool Lights is always a favourite with the Residents which took place on 30<sup>th</sup> October with a fish and chip supper.

Bonfire Night was a bigger success than usual, which we believe was due to the success of the Hewlett Court Social Media pages. The firework display was fantastic, Residents, staff, families and the local community all joined in to appreciate the night.

The Annual Christmas Fair, which took place on 25<sup>th</sup> November, was a brilliant day. The money raised went back into the Hewlett Court Comforts fund for the benefit of all the Residents. The Residents thoroughly enjoy the hustle and bustle of the day.

Christmas at Hewlett Court is very special and there is always a fantastic atmosphere. Leading up to Christmas there are events and activities every day, quizzes, carols, Christmas bingo and the Bury Veterans Choir.



As tradition we held the Christmas and New Years Eve Parties, the Residents certainly know how to party. On Christmas Day Morning the members of Arkscroll Lodge visit the Residents enjoying a chat and the odd Carol or two. Each Resident receives a gift from the lodge.

Many of the ELMC Committees now hold regular meetings at Hewlett Court and the Residents enjoy seeing visitors and now familiar faces. The Management Team and Staff strive to achieve yet another successful year ahead.



We're here to Care



Hewlett Court—Fun and Festivities throughout the year



We're here to Care



## INVESTMENT COMMITTEE

|                   |                    |
|-------------------|--------------------|
| John Scott        | Chairman           |
| Ian Connor        | Secretary          |
| Jonathan Brownson | ELMC Hon Treasurer |
| Derek Calrow      |                    |
| David Rothburn    |                    |

The Investment Committee meets on a regular basis to review the portfolio of investments, and aims to achieve a balance of capital appreciation and income return. In the financial year, the value of our investments increased substantially after allowing for capital injections, whilst income during the period decreased marginally. The net result was a total return which was significantly ahead of the previous year at 8%.

## CHARITY STEWARDS COMMITTEE

|                  |                      |
|------------------|----------------------|
| Chairman         | Kirk Mulhearn        |
| City Derby       | Tony Stephenson      |
| City Sykes       | Steven Thomson       |
| Salford          | Dennis Schiff        |
| Ashton & Mossley | Alan S. Jones        |
| Audenshaw        | Nigel Johnson        |
| Oldham           | Steve Graham         |
| Rochdale         | Ken Greer            |
| Bolton           | Bob Findley          |
| Bury             | Steven Holland       |
| East Ribble      | Michael David Stubbs |
| Burnley & Pendle | Walter Coupe         |

The District Charity Stewards throughout the Province, continue to play a vital role within our charitable structure. Their expert local knowledge and position within the ELMC, is invaluable. The regular meetings of the District Charity Stewards, affords an excellent opportunity to share good practice, develop ideas that are relevant to the whole Province and pass on the benefit of their experience to other members; particularly newer District Charity Stewards.

The District Charity Stewards also meet with the Fund-Raising Committee. Ensuring a joined up and well-informed approach, and again sharing ideas and good practice. The District Charity stewards offer a great deal of help and assistance to those making applications to the Grant Making Committee. I would urge anyone making an application to tap in to their expertise prior to submitting an application.



## ELMC FUNDRAISING COMMITTEE

|                |                        |
|----------------|------------------------|
| Kirk Mulhearn  | Chairman               |
| Philip J Price | Vice Chairman          |
| Julie Ward     | Director of Operations |
| Gerry Russell  | Communications         |
| Nigel Johnson  |                        |
| Steve Graham   |                        |
| Chris Wildman  |                        |
| John Thornhill |                        |
| Dennis Schiff  |                        |
| Michael Clare  |                        |
| John Lees      |                        |
| Paul Sellers   | Secretary              |

Being appointed mid-way through the year, I must firstly acknowledge the contribution to this report, of my predecessor, WBro Ken Davies. And, formally thank him for his help and support to me personally, as well as his sterling work during his term of office.

The Fund-Raising Committee is now well established, with a number of initiatives mentioned in previous reports working well.

The promotion of “Friends of ELMC” remains a priority, as it will hopefully provide a regular and reliable source income, particularly ahead of the next Festival. To this end, promotional material has been placed in every hall in the Province. Along with a wealth of information, on the ELMC website.

A much faster and easier method of signing up online to the “Friends” scheme, is to be rolled out. Whilst of course maintaining the availability of more traditional methods.

The “Friends “draw continues to take place three times a year. At Provincial Grand Lodge in November. Provincial Grand Chapter in March, and the ELMC AGM in September. But remember; you’ve got to be in it to win it.

Following the success of the new online Provincial Merchandise shop. ELMC will also set up a similar online facility soon, with dedicated ELMC merchandise. Not only generating income for our Charity but increasing exposure and raising awareness.

I have prepared a new presentation on the ELMC, which has been well received at several Lodges, and I would be grateful of the opportunity to visit any Lodge or Chapter in the Province. So if you have a meeting available, please get in touch.





We are in the early stages of preparing a considerable social event for the new season and I'm grateful to WBro Dennis Schiff for his expertise in this initiative.

The Fund-Raising Committee is of course only one part, of what is wonderful organisation; namely our ELMC. We are fortunate indeed to have so many dedicated people throughout the Charity, who work quietly and tirelessly, to maintain and deliver one of the fundamental bed rocks of Freemasonry.

The fund-raising committee are always keen to listen to new ideas and suggestions, even if you're not a committee member. Sometimes, just the germ of an idea can be something the Fund-Raising Committee can develop in to a success.



## FUTURE PLANS

The core activities of the Charity continue to revolve around caring for our beneficiaries through the Committee of Benevolence, the Comforts Fund and the Young Peoples Committee in conjunction with support we receive from the MCF, the Province's Welfare Team and network of Almoners. This remains the most important area of our activity and will continue to be our priority in the year ahead.

The ELMC Fund Raising Committee is committed to encouraging donations to the Charity and has performed sterling work during 2017, helping to raise unrestricted income of £230,233 (£242,420 in 2016). This work will continue into 2018 to ensure the financial position of the Charity is secured and provide a healthy platform to meet the demands of our core activities and provide for increased charitable giving. There is much scope to improve awareness of the ELMC and attract more 'Friends' to the Charity.

The Grants Committee will continue to receive applications, consider and make grants to Non-Masonic Charities. We will continue to actively encourage applications from the Brethren, Lodges and Districts, with the aims of supporting our local communities, raising and maintaining a positive understanding of Freemasonry and assisting with recruitment. Our funds come from Freemasons so, when the Charity supports the Province, the benefits are mutual.

The ongoing support of our 'Jewel in the Crown', the Hewlett Court facility, will continue to ensure that the excellent standard of facilities and service provided for the residents are maintained. Considerations include an ambitious refurbishment proposal to ensure each resident has en-suite facilities, replacing the aged boiler system and improvements to the resident's amenities including re-development of the Courtyard.

2017 was the Tercentenary Celebration Year for Freemasonry – 300 years since the formation of the first Grand Lodge. This was an excellent opportunity for the Province of East Lancashire to promote itself to our local communities, improve public relations and attract new members. The ELMC will maintain its strong relationship with the Province. This is essential to maintain contact with beneficiaries, gain and support new beneficiaries, and to promote the Charity itself, amongst our members and the wider community.

In 2018 /19 we will be developing and implementing a new communications strategy for the ELMC and Hewlett Court, which will further support marketing and promotional activities. There will be increased engagement with the Province and the wider world with activities, social media and the media generally.



## FINANCIAL REVIEW AND RESULTS FOR THE YEAR

### FINANCIAL RESULTS

The reports and accompanying financial statements reflect the reporting requirements of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1<sup>st</sup> January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Companies Act 2006, and the Company's Memorandum and Articles of Association.

The Charity's unrestricted total incoming resources was £1,040,858 in the year, compared with £1,242,487 in the previous year, a decrease of £201,629, whereas its costs increased from £992,933 to £1,015,209 resulting in a surplus of £25,649 in the year compared with a surplus of £249,554 in 2016. Other gains and losses relate to movement in investments and show net gains of £170,734 compared with net gains of £164,758 in the previous year, and transfers to restricted funds of £4,324 thus the Charity's total unrestricted net assets have increased by £192,059 to £4.82 million.

It is the opinion of the Board that the Charity is in sound financial position and has sufficient assets and resources to enable it to continue to carry out its objectives as laid out on page 10.

### THE CHARITY'S INCOME

The charity's total unrestricted income has decreased by £201,629 due mainly to the a decrease in legacy income and grants from the Masonic Charity Foundation. Legacy income decreased by £133,265 to £35,117, for which we are grateful for the generosity of our departed Brothers. Grants from the Masonic Charity Foundation, for which the accounts include a matching expense, decreased by £74,273 to £40,437.

The legacies received during the year of £35,117 being:

|             |         |
|-------------|---------|
| M Glass     | £6,393  |
| F Eastwood  | £3      |
| J Smith     | £3,027  |
| E Oldfields | £25,694 |



The total return from investments during the year was:

|  | 2017    | 2016    |
|--|---------|---------|
|  | £       | £       |
| Investment income                                | 64,226  | 71,255  |
| Bank interest                                    | 61      | 49      |
| Realised (losses) / gains on sale of investments | 26,187  | (2,748) |
|  | <hr/>   | <hr/>   |
|  | 90,474  | 68,556  |
| Unrealised gains on investments                  | 144,920 | 168,382 |
|  | <hr/>   | <hr/>   |
|  | 235,394 | 236,938 |
|  | <hr/>   | <hr/>   |

The value of the investment portfolio has increased by £200,647 following investment changes in the year, capital input and an increase in underlying values. Your Investment Committee continues to monitor the position very closely.

A list of all donations made during the year is shown on pages 52 to 54.

## THE CHARITIES EXPENDITURE

Costs of the Charity, have generally been contained (note 7). Property expenses have decreased significantly from £29,477 to £5,585. An increase in room rates and continued high occupancy has resulted in an operating profit of £52,052 for Hewlett Court compared to £109,409 in the previous year and the depreciation charge has decreased to £33,016 from £36,513. The decrease in the operating profit is due to increased repair and renewal costs.



## HEWLETT COURT

As mentioned earlier in the report, occupancy was at full occupancy during the year.

|   | 2017      | 2016      |
|---|-----------|-----------|
|   | £         | £         |
| Receipts from Residents, Staff and shop | 670,867   | 646,174   |
| Donations                               | 4,000     | 18,176    |
|   | <hr/>     | <hr/>     |
|   | 674,867   | 664,350   |
| Less: Running costs                     | (622,815) | (554,941) |
|   | <hr/>     | <hr/>     |
| <u>Operating Profit/(Loss)</u>          | 52,052    | 109,409   |
| Depreciation                            | (33,016)  | (36,513)  |
|   | <hr/>     | <hr/>     |
| Contribution ex ELMC                    | 19,036    | 72,896    |
|   | <hr/>     | <hr/>     |

## BALANCE SHEET

In the opinion of the Board the market value of the land and buildings is considerably greater than the book value. In view of the specialised nature of these assets, the Board considers that it is inappropriate to determine the market value. The total reserves of the Charity are £4,851,912 at the end of the financial year.

## INVESTMENT POLICY AND PERFORMANCE

The present investment policy is to maximise the long term total return of the Charity's investment funds, subject to the risks normally associated with a balanced portfolio Management. The Charity does not restrict itself to any particular category of investment. The performance of the funds is measured against appropriate benchmark indices and during the year the result has exceeded all those benchmarks. The Investment Sub-Committee monitors investments with the assistance of the W H Ireland Ltd.



## STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS

So far as the trustees are aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the charity's auditors are unaware, and each Director has taken all the steps that he ought to have taken as a Director in order to make himself aware of any relevant audit information and to establish that the Charity's auditors are aware of that information.

By Order of the Board

Philip J Price  
Company Secretary

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees are responsible for their annual report and for the preparation of financial statements for each financial year, which give a true and fair view of the incoming resources and the application of resources of Charity and the Group during the year, and of the state of affairs as at the end of the financial year. In preparing these financial statements, the Trustees are required to:

- ensure that the most suitable accounting policies are established and applied consistently
- make judgements and estimates which are reasonable and prudent
- state whether the applicable accounting standards and statement of recommended accounting practice have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Charity will continue in operation

The Trustees have overall responsibility for ensuring that the Charity has appropriate systems and controls, financial and otherwise. They are also responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and the Group and enable them to ensure that the financial statements comply with the Companies Act 2006.

PTO



They are also responsible for safeguarding the assets of the Charity and the Group for their proper application as required by charity law, and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:

- the Charity is operating efficiently and effectively
- all assets are safeguarded against unauthorised use of disposition and are properly applied
- proper records are maintained and financial information used within Charity, or for publication, is reliable
- the Charity complies with relevant laws and regulations

The Trustees are also responsible for the maintenance and integrity of the corporate and financial information included on the Charity's website.

Internal controls over all forms of commitment and expenditure continue to be refined to improve efficiency. Processes are in place to ensure that performance is monitored and that appropriate management information is prepared and reviewed regularly by the Trustees.

The systems of internal control are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. They include:

- regular consideration by the Trustees of financial results, variances from budgets, non-financial performance indicators and benchmarking reviews
- delegation of day-to-day management authority and segregation of duties
- the Trustees are aware of the need for identification and management of risks, and to be satisfied that appropriate procedures are in place.





## **AUDIT REPORT** For the year ended 31<sup>st</sup> December 2017

### **Independent Auditor's Report to the Members and Trustees of The East Lancashire Masonic Charity**

#### **Opinion**

We have audited the financial statements of The East Lancashire Masonic Charity for the year ended 31<sup>st</sup> December 2017 which comprise the statement of financial activities, the balance sheet and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31<sup>st</sup> December 2017, and of the incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with the United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006 and the Charities Act 2011

#### **Basis of opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and the provisions available for small entities, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.



## **Other information**

The trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

## **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report (incorporating the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report (incorporating the directors' report) have been prepared in accordance with applicable legal requirements.

## **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the Charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual Report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 and the Charities Act 2011 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us;
- the financial statements are not in agreement with the accounting records and returns;
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.



## **Responsibilities of the trustees**

As explained more fully in the trustees' responsibilities statement [set out on page 35] the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the Charity or to cease operations, or have no realistic alternative but to do so.

## **Our responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [[www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities)]. This description forms part of our auditor's report.

## **Use of our report**

This report is made solely to the Charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the Charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Mr Timothy A R Elston (Senior Statutory Auditor)  
for and on behalf of Percy Westhead & Company  
Chartered Accountants  
and Statutory Auditors  
Greg's Buildings  
1 Booth Street  
Manchester  
M2 4AD  
**30<sup>th</sup> August 2018**



# THE EAST LANCASHIRE MASONIC CHARITY (Company number: 79735)

(A company limited by guarantee)

## STATEMENT OF FINANCIAL ACTIVITIES

(including an Income and Expenditure Account)

For the year ended 31<sup>st</sup> December 2017

|  |      | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2017<br>£ | Total Funds<br>2016<br>£ |
|--|------|----------------------------|--------------------------|--------------------------|--------------------------|
|  | Note |                            |                          |                          |                          |
| <b>INCOME:</b>   |      |                            |                          |                          |                          |
| Donations  | 3    | 230,233                    | 245,676                  | 475,909                  | 295,151                  |
| Legacies   |      | 35,117                     | -                        | 35,117                   | 168,382                  |
| <b>Income from charitable activities</b>                 |      |                            |                          |                          |                          |
| Grants from Masonic Charity Foundation                   |      | 40,437                     | -                        | 40,437                   | 114,710                  |
| Trading activity - Hewlett Court                         | 4    | 670,867                    | -                        | 670,867                  | 646,174                  |
| <b>Investment income</b>                                 | 5    | 64,204                     | 83                       | 64,287                   | 71,304                   |
| <b>Other income</b>                                      |      | -                          | -                        | -                        | 253                      |
| <b>Total income</b>                                      |      | <u>1,040,858</u>           | <u>245,759</u>           | <u>1,286,617</u>         | <u>1,295,974</u>         |
| <b>EXPENDITURE:</b>                                      |      |                            |                          |                          |                          |
| <b>Costs of raising funds</b>                            |      |                            |                          |                          |                          |
| Costs of raising voluntary income                        | 7    | 39,291                     | -                        | 39,291                   | 41,780                   |
| Investment management costs                              |      | 14,549                     | 44                       | 14,593                   | 14,728                   |
| Property expenses  | 7    | 5,585                      | -                        | 5,585                    | 29,477                   |
|  |      | <u>59,425</u>              | <u>44</u>                | <u>59,469</u>            | <u>85,985</u>            |
| <b>Expenditure on charitable activities</b>              |      |                            |                          |                          |                          |
| Grants   | 6    | 117,259                    | 257,023                  | 374,282                  | 245,921                  |
| Grant administration                                     | 7    | 48,184                     | -                        | 48,184                   | 37,382                   |
| Grant making committee grants                            | 6    | 49,510                     | 9,661                    | 59,171                   | 57,169                   |
| Other donations  | 6    | 85,000                     | -                        | 85,000                   | 13,262                   |
| Trading activity - Hewlett Court                         | 6    | 655,831                    | -                        | 655,831                  | 591,454                  |
| <b>Total expenditure</b>                                 |      | <u>1,015,209</u>           | <u>266,728</u>           | <u>1,281,937</u>         | <u>1,031,173</u>         |
| <b>Net income</b>  |      | 25,649                     | (20,969)                 | 4,680                    | 264,801                  |
| Transfers between funds                                  |      | (4,324)                    | 4,324                    | -                        | -                        |
| <b>Other recognised gains and losses</b>                 |      |                            |                          |                          |                          |
| Gains on revaluation of investments                      | 12   | 144,925                    | (5)                      | 144,920                  | 168,382                  |
| Gains/(Losses) on disposal of investments                | 9    | 25,809                     | 378                      | 26,187                   | (2,748)                  |
| <b>Net movement in funds</b>                             |      | <u>192,059</u>             | <u>(16,272)</u>          | <u>175,787</u>           | <u>430,435</u>           |
| <b>Reconciliation of funds</b>                           |      |                            |                          |                          |                          |
| Total funds brought forward at 1st January 2017          |      | 4,627,895                  | 48,230                   | 4,676,125                | 4,245,690                |
| <b>Total funds carried forward at 31st December 2017</b> |      | <u>4,819,954</u>           | <u>31,958</u>            | <u>4,851,912</u>         | <u>4,676,125</u>         |

All amounts relate to continuing activities. All recognised gains or losses are included in the Statement of Financial Activities.



**We're here to Care**

**THE EAST LANCASHIRE MASONIC CHARITY (Company number: 79735)**

(A company limited by guarantee)

**BALANCE SHEET**As at 31<sup>st</sup> December 2017

|  | Note | 2017<br>£ | 2016<br>£ |
|--|------|-----------|-----------|
| <b>FIXED ASSETS</b>                          |      |           |           |
| Tangible assets                              | 11   | 1,522,100 | 917,471   |
| Investments                                  | 12   | 2,485,616 | 2,284,969 |
|  |      | 4,007,716 | 3,202,440 |
| <b>CURRENT ASSETS</b>                        |      |           |           |
| Debtors                                      | 13   | 1,051,672 | 1,257,767 |
| Bank and other deposits                      |      | 407,046   | 309,023   |
|  |      | 1,458,718 | 1,566,790 |
| <b>LIABILITIES</b>                           |      |           |           |
| Amounts falling due within one year          | 14   | 614,522   | 93,105    |
| <b>NET CURRENT ASSETS</b>                    |      | 844,196   | 1,473,685 |
| <b>TOTAL ASSETS LESS CURRENT LIABILITIES</b> |      | 4,851,912 | 4,676,125 |
| <b>NET ASSETS</b>                            |      | 4,851,912 | 4,676,125 |
| <b>FUNDS</b>                                 |      |           |           |
| Unrestricted:                                |      |           |           |
| Free reserves                                |      | 1,902,330 | 2,192,950 |
| Revaluation reserve                          |      | 445,423   | 390,396   |
| Designated funds                             |      | 2,472,201 | 2,044,549 |
|  |      | 4,819,954 | 4,627,895 |
| Restricted funds                             |      |           |           |
| Endowed capital                              |      | 31,958    | 46,914    |
| Revaluation reserve                          |      | -         | 1,316     |
|  |      | 31,958    | 48,230    |
|  | 15   | 4,851,912 | 4,676,125 |

The trustees have prepared accounts in accordance with section 398 of the Companies Act 2006 and section 138 of the Charities Act 2011. These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to the members of the company.

The financial statements on pages 40 to 51 were authorised for issue by the directors on 30th August 2018.

Signed on behalf of the directors by

J Brownson



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# THE EAST LANCASHIRE MASONIC CHARITY (Company number: 79735)

(A company limited by guarantee)

## NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31<sup>st</sup> December 2017

### 1 COMPANIES ACT 2006

The Charity is not a trading company and the Profit and Loss Account formats permitted under the provisions of the Companies Act 2006 are not considered appropriate to report the transactions of the Charity.

The Directors have presented the Income and Expenditure Account as part of the Statement of Financial Activities in a format which they consider fully explains the transactions of the Charity.

### 2 ACCOUNTING POLICIES

#### (a) Basis of accounting

Subject to note 2(c) and 2(k), these accounts are prepared under the historical cost convention and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective 1st January 2015 - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

#### (b) Cash flow statement

The Charity is exempt from the requirements to include a cash flow statement as part of its financial statements because it qualifies as small under the Companies Act 2006.

#### (c) Investment Income

Income from investments is recognised in the accounts at the date when it is received. This policy represents a departure from recommended accounting principles, which require income to be recognised in the accounts on an accruals basis. In the circumstances of this Charity, the directors consider it inappropriate to recognise this income until the date when it is due to be received. Other interest is accounted for on an accruals basis.

#### (d) Donations and grants

Donations and grants are recognised in the accounts at the date when these are received, as, in the opinion of the directors, it is not appropriate to recognise these at an earlier date. Grants and donations payable are recognised in the accounts at the date of authorisation.



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## THE EAST LANCASHIRE MASONIC CHARITY (Company number: 79735)

(A company limited by guarantee)

### NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31<sup>st</sup> December 2017

#### 2 ACCOUNTING POLICIES continued

(e) Legacies

Legacy income is recognised when the charity has entitlement to the funds which is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

(f) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds arise from income which the donor has specified be solely used for particular areas of the Charity's work.

(g) Expenditure

Resources expended are recognised on an accruals basis and are allocated to the particular activity where the cost relates directly to that activity. Where costs cannot be directly attributed to specific headings, they have been allocated to activities on bases consistent with the use of the resources.

(h) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 8.

(i) Pension contributions

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the statement of financial activities in the period to which they relate.





## THE EAST LANCASHIRE MASONIC CHARITY (Company number: 79735)

(A company limited by guarantee)

### NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31<sup>st</sup> December 2017

#### 2 ACCOUNTING POLICIES continued

(j) Tangible fixed assets and depreciation

Fixed assets are stated at cost less depreciation. No depreciation is provided on freehold land and buildings. The buildings are maintained to ensure that their value does not diminish over time and their realisable value, although not quantified, is in excess of their book value. In these circumstances, the directors consider that any charge for depreciation would not be material and thus it is inappropriate to charge depreciation on these assets. No depreciation is provided on leasehold improvements whilst the works are incomplete.

Depreciation is provided on other tangible fixed assets in order to write off the cost of each asset over its expected useful life at the following rates and bases:

|                         |                             |
|-------------------------|-----------------------------|
| Furniture and equipment | 10% per annum straight line |
|                         | 25% per annum straight line |

(k) Investments

Listed investments are valued in the accounts at the mid-market price at the balance sheet date, including accrued interest where relevant. The surplus or deficiency arising from the valuation of investments is taken direct to the revaluation reserve. Unlisted investments are included at cost less provision for diminution in value. This policy represents a departure from recommended accounting principles, which require all investments to be included in the balance sheet at market value. The directors consider that it is not possible to establish with reasonable certainty the market value of the charity's investment in its subsidiary, without incurring disproportionate costs, which would not be beneficial to the charity.

Realised surpluses and deficits arising on disposals of investments determined by reference to the carrying value of the assets in the charity's balance sheet are included within Income and Expenditure for the year. Realised revaluation surpluses, representing the difference between historical cost and the carrying value of the assets, are reclassified by way of a transfer to general reserves in the year in which the disposal occurs.



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**THE EAST LANCASHIRE MASONIC CHARITY (Company number: 79735)**

(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**for the year ended 31<sup>st</sup> December 2017

|          |   | <b>2017</b>    | <b>2016</b>    |
|----------|---|----------------|----------------|
|          |   | <b>£</b>       | <b>£</b>       |
| <b>3</b> | <b>DONATIONS</b>  |                |                |
|          | <u>Unrestricted Donations</u>   |                |                |
|          | Donations from Masons, their Lodges and Chapters and Events   | 213,227        | 211,310        |
|          | Gift Aid tax reclaimed  | 13,006         | 12,934         |
|          | Donations to Hewlett Court  | 4,000          | 18,176         |
|          |   | <u>230,233</u> | <u>242,420</u> |
|          | Restricted donations  | <u>245,676</u> | <u>52,731</u>  |
| <b>4</b> | <b>INCOME FROM CHARITABLE ACTIVITIES</b>  |                |                |
|          |   | <b>£</b>       | <b>£</b>       |
|          | <u>Trading activity - Hewlett Court</u>   |                |                |
|          | Income from residents   | 643,807        | 623,166        |
|          | Staff Board   | -              | 920            |
|          | Residents contribution to medication administration   | 21,653         | 16,156         |
|          | Sundry income   | 5,407          | 5,932          |
|          |   | <u>670,867</u> | <u>646,174</u> |
| <b>5</b> | <b>INVESTMENT INCOME</b>  |                |                |
|          |   | <b>£</b>       | <b>£</b>       |
|          | Income from investments   | 64,226         | 71,255         |
|          | Bank and Deposit interest   | 61             | 49             |
|          |   | <u>64,287</u>  | <u>71,304</u>  |
|          | Of the £64,287 received in 2017 (2016: £71,304) £83 was restricted funds (2016: £756) and £64,204 (2016: £70,548) unrestricted funds. |                |                |
| <b>6</b> | <b>DIRECT CHARITABLE EXPENDITURE</b>  |                |                |
|          | <u>Grants to individuals</u>  | <b>£</b>       | <b>£</b>       |
|          | Masonic Charity Foundation  | 40,437         | 114,710        |
|          | Other grants including Christmas and birthday gifts   | 32,891         | 43,462         |
|          | Holidays paid for beneficiaries   | 26,071         | 22,732         |
|          | Comforts fund   | 17,860         | 26,896         |
|          |   | <u>117,259</u> | <u>207,800</u> |
|          | Restricted Fund   | <u>257,023</u> | <u>38,121</u>  |



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# THE EAST LANCASHIRE MASONIC CHARITY (Company number: 79735)

(A company limited by guarantee)

## NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31<sup>st</sup> December 2017

|   |  |  |  |  |                |           | 2017     | 2016    |
|---|--|--|--|--|----------------|-----------|----------|---------|
|   |  |  |  |  |                |           | £        | £       |
| 6 | DIRECT CHARITABLE EXPENDITURE (Continued)    |  |  |  |                |           |          |         |
|   | Grant making committee grants                |  |  |  |                |           | 59,171   | 57,169  |
|   | Other donations                              |  |  |  |                |           |          |         |
|   |  | Masonic  |  |  |                | 5,000     | 9,000    |         |
|   |  | Non-Masonic  |  |  |                | 80,000    | 4,262    |         |
|   |  |  |  |  |                | 85,000    | 13,262   |         |
|   | Trading activity - Hewlett Court:-           |  |  |  |                |           |          |         |
|   |  | Salaries, wages and related costs                                      |  |  |                | 265,249   | 252,642  |         |
|   |  | Food and kitchen consumables   |  |  |                | 85,275    | 79,871   |         |
|   |  | Repairs and renewals   |  |  |                | 118,067   | 72,429   |         |
|   |  | Other property costs including heat, light, rates, water and insurance |  |  |                | 66,560    | 64,400   |         |
|   |  | Depreciation of tangible fixed assets                                  |  |  |                | 33,016    | 36,513   |         |
|   |  | Medication administration  |  |  |                | 47,110    | 45,289   |         |
|   |  | Other expenses   |  |  |                | 40,554    | 40,310   |         |
|   |  |  |  |  |                | 655,831   | 591,454  |         |
| 7 | MANAGEMENT AND ADMINISTRATION OF THE CHARITY |  |  |  |                |           |          |         |
|   |  |  |  |  |                |           |          |         |
|   |  |  |  |  | Grant          | Cost of   | Property | Total   |
|   |  |  |  |  | administration | raising   | expenses | costs   |
|   |  |  |  |  |                | voluntary |          |         |
|   |  |  |  |  |                | income    |          |         |
|   | 2017   |  |  |  | £              | £         | £        | £       |
|   | Salaries, wages and related costs            |  |  |  | 15,500         | 6,500     | -        | 22,000  |
|   | Insurance                                    |  |  |  | -              | -         | 5,585    | 5,585   |
|   | Rates and water rates                        |  |  |  | -              | -         | -        | -       |
|   | Website                                      |  |  |  | -              | -         | -        | -       |
|   | Other expenses                               |  |  |  | 2,245          | 2,353     | -        | 4,598   |
|   | Governance costs (see note 8)                |  |  |  | 19,702         | 19,701    | -        | 39,403  |
|   | Support costs (see note 8)                   |  |  |  | 10,737         | 10,737    | -        | 21,474  |
|   |  |  |  |  | 48,184         | 39,291    | 5,585    | 93,060  |
|   | 2016   |  |  |  | £              | £         | £        | £       |
|   | Salaries, wages and related costs            |  |  |  | 15,866         | 6,564     | 13,062   | 35,492  |
|   | Insurance                                    |  |  |  | -              | -         | 16,386   | 16,386  |
|   | Rates and water rates                        |  |  |  | -              | -         | 29       | 29      |
|   | Website                                      |  |  |  | -              | 10,200    | -        | 10,200  |
|   | Other expenses                               |  |  |  | 2,921          | 6,422     | -        | 9,343   |
|   | Governance costs (see note 8)                |  |  |  | 12,996         | 12,995    | -        | 25,991  |
|   | Support costs (see note 8)                   |  |  |  | 5,599          | 5,599     | -        | 11,198  |
|   |  |  |  |  | 37,382         | 41,780    | 29,477   | 108,639 |



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# THE EAST LANCASHIRE MASONIC CHARITY (Company number: 79735)

(A company limited by guarantee)

## NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31<sup>st</sup> December 2017

### 8 ANALYSIS OF GOVERNANCE AND SUPPORT COSTS

The Charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Having identified its governance costs, the remaining support costs together with the governance costs are apportioned between Grant Administration and Costs of Raising Voluntary Income (see note 7) in the year.

|  | General support | Governance function | Total         |                  |
|--|-----------------|---------------------|---------------|------------------|
|  | £               | £                   | £             |                  |
| <b>2017</b>                            |                 |                     |               |                  |
| Salaries, wages and related costs      | 9,498           | 9,498               | 18,996        | Estimate of time |
| Auditors remuneration                  | -               | 11,000              | 11,000        | Governance       |
| Auditors remuneration - other services | -               | 3,400               | 3,400         | Governance       |
| General office                         | 11,976          | 11,976              | 23,952        | Estimate of time |
| Committee expenses                     | -               | 74                  | 74            | Governance       |
| Professional fees                      | -               | -                   | -             | Governance       |
| Annual meeting                         | -               | 775                 | 775           | Governance       |
| Bank charges                           | -               | 2,680               | 2,680         | Governance       |
|  | <u>21,474</u>   | <u>39,403</u>       | <u>60,877</u> |                  |
| <b>2016</b>                            |                 |                     |               |                  |
| Salaries, wages and related costs      | 10,258          | 10,257              | 20,515        | Estimate of time |
| Auditors remuneration                  | -               | 10,000              | 10,000        | Governance       |
| Auditors remuneration - other services | -               | 2,000               | 2,000         | Governance       |
| General office                         | 940             | 940                 | 1,880         | Estimate of time |
| Committee expenses                     | -               | 947                 | 947           | Governance       |
| Professional fees                      | -               | 39                  | 39            | Governance       |
| Annual meeting                         | -               | -                   | -             | Governance       |
| Bank charges                           | -               | 1,808               | 1,808         | Governance       |
|  | <u>11,198</u>   | <u>25,991</u>       | <u>37,189</u> |                  |

### 9 PROFIT ON DISPOSAL OF INVESTMENTS

|   | £             | £              |
|---|---------------|----------------|
| Proceeds                                  | 503,875       | 135,476        |
| Less: Cost                                | 386,478       | 121,968        |
| Gains (losses) over historical cost       | 117,397       | 13,508         |
| Less: Revaluation gains (losses) realised | 91,210        | 16,256         |
| Profits (Losses) over book value          | <u>26,187</u> | <u>(2,748)</u> |

### 10 NET INCOME / (DEFICIT) FOR THE YEAR

|   |        |        |
|---|--------|--------|
| Net Income/(Deficit) for the year is stated after charging: | £      | £      |
| Depreciation of tangible fixed assets - owned               | 33,016 | 36,513 |
| Auditors remuneration                                       | 11,000 | 10,000 |
| Auditors remuneration - non-audit services                  | 3,400  | 2,000  |



# THE EAST LANCASHIRE MASONIC CHARITY (Company number: 79735)

(A company limited by guarantee)

## NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31<sup>st</sup> December 2017

### 11 TANGIBLE FIXED ASSETS

|                          | Freehold<br>Land<br>and<br>Buildings<br>£ | Leasehold<br>Improvements<br>£ | Furniture<br>and<br>Equipment<br>£ | Total<br>£ |
|--------------------------|---|--------------------------------|------------------------------------|------------|
| <b>Cost</b>              |   |                                |                                    |            |
| As at 1st January 2017   | 732,462                                   | 75,000                         | 426,305                            | 1,233,767  |
| Additions                | -   | 612,226                        | 25,419                             | 637,645    |
| Disposals                | -   | -                              | -                                  | -          |
| As at 31st December 2017 | 732,462                                   | 687,226                        | 451,724                            | 1,871,412  |
| <b>Depreciation</b>      |   |                                |                                    |            |
| As at 1st January 2017   | -   | -                              | 316,296                            | 316,296    |
| Charge for the year      | -   | -                              | 33,016                             | 33,016     |
| Eliminated on disposal   | -   | -                              | -                                  | -          |
| As at 31st December 2017 | -   | -                              | 349,312                            | 349,312    |
| <b>Net Book Value</b>    |   |                                |                                    |            |
| As at 31st December 2017 | 732,462                                   | 687,226                        | 102,412                            | 1,522,100  |
| As at 31st December 2016 | 732,462                                   | 75,000                         | 110,009                            | 917,471    |

During the year ended 31st December 2015 the Charity granted leases for 999 years for Freemasons' Hall. At the same time the Charity was granted an underlease back for the third floor of Freemasons' Hall for a period of 150 years at a peppercorn rent. The Charity is refurbishing the third floor and the associated costs are being recognised as leasehold improvements.

Land and buildings and furniture and equipment are used for direct charitable purposes as part of the operating activities of the Charity. Authorised capital expenditure at 31st December 2017 amounted to £Nil (2016 £Nil).



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# THE EAST LANCASHIRE MASONIC CHARITY (Company number: 79735)

(A company limited by guarantee)

## NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31<sup>st</sup> December 2017

### 12 INVESTMENTS

| <u>CHARITY</u>                               | Holdings in<br>Masonic Hall<br>Companies<br>£ | Listed<br>Securities<br>£ | Total<br>£       |
|--|---|---------------------------|------------------|
| Cost or valuation                            |   |                           |                  |
| As at 1st January 2017                       | 20  | 2,284,949                 | 2,284,969        |
| Investments purchased in year                | -   | 533,415                   | 533,415          |
| Investments sold in year                     | -   | (477,688)                 | (477,688)        |
| Increase/(decrease) in market value          | -   | 144,920                   | 144,920          |
| As at 31st December 2017                     | 20  | 2,485,596                 | 2,485,616        |
| Historical cost as at 31st December 2017     | 20  | 2,040,173                 | 2,040,193        |
| Holdings in Masonic Hall Companies at cost:  |   | <b>2017</b><br>£          | <b>2016</b><br>£ |
| East Lancashire Masonic Hall Company Limited |   | -                         | 160,000          |
| Blackburn Masonic Hall Company Limited       |   | 20                        | 20               |

The Charity owned all the issued shares in the East Lancashire Masonic Hall Company Limited, a company registered in England, which was a wholly owned subsidiary of the Charity. The East Lancashire Masonic Hall Company Limited was formally dissolved on 29th August 2017 and struck off the Company Register.

The shareholding in Blackburn Masonic Hall Company Limited represents 0.1% of the issued share capital of that company.

### 13 DEBTORS Amounts falling due within one year

|                                | 2017<br>£        | 2016<br>£        |
|--------------------------------|------------------|------------------|
| Sundry debtors                 | 969,237          | 1,160,669        |
| Prepayments and accrued income | 82,435           | 97,098           |
|                                | <b>1,051,672</b> | <b>1,257,767</b> |

Sundry debtors include £950,101 (2016: £1,125,000) relating to monies held in an Escrow account for the purpose of carrying out refurbishment works to the third floor of Freemasons' Hall for which the Charity has been granted a 150 year underlease. £426,152 of the Escrow monies were expended January 2018, provision for which has been included within accruals and deferred income shown in note 14.

### 14 CREDITORS: Amounts falling due within one year

|                                       | 2017<br>£      | 2016<br>£     |
|---------------------------------------|----------------|---------------|
| Other taxes and social security costs | 8,085          | 2,174         |
| Sundry creditors                      | 29,142         | 12,524        |
| Accruals and deferred income          | 577,295        | 78,407        |
|                                       | <b>614,522</b> | <b>93,105</b> |



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# THE EAST LANCASHIRE MASONIC CHARITY (Company number: 79735)

(A company limited by guarantee)

## NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31<sup>st</sup> December 2017

### 15 ACCUMULATED FUNDS

The Charity is limited by guarantee and therefore does not have a share capital.

|                         | Fund at 1st January 2017 | Surplus / (Deficit) for the year | Transfers between reserves | Other recognised gains and losses | Provision released on sale of investments | Fund at 31st December 2017 |
|-------------------------|--------------------------|----------------------------------|----------------------------|-----------------------------------|---|----------------------------|
|                         | £                        | £                                | £                          | £                                 | £   | £                          |
| <b>Unrestricted</b>     |                          |                                  |                            |                                   |   |                            |
| General Reserve Charity | 2,192,950                | 25,649                           | (431,976)                  | 25,809                            | 89,898                                    | 1,902,330                  |
| Revaluation Reserve     | 390,396                  |                                  |                            | 144,925                           | (89,898)                                  | 445,423                    |
| Designated Funds        | 2,044,549                |                                  | 427,652                    |                                   |   | 2,472,201                  |
|                         | 4,627,895                | 25,649                           | (4,324)                    | 170,734                           | -   | 4,819,954                  |
| <b>Restricted</b>       |                          |                                  |                            |                                   |   |                            |
| General Reserve Charity | 46,914                   | (20,969)                         | 4,324                      | 378                               | 1,311                                     | 31,958                     |
| Revaluation Reserve     | 1,316                    |                                  |                            | (5)                               | (1,311)                                   | -                          |
|                         | 48,230                   | (20,969)                         | 4,324                      | 373                               | -   | 31,958                     |
| <b>Total Funds</b>      | <b>4,676,125</b>         | <b>4,680</b>                     | <b>-</b>                   | <b>171,107</b>                    | <b>-</b>                                  | <b>4,851,912</b>           |

The balances on Revaluation Reserves represent unrealised gains on investments.

|   | 2017      | 2016      |
|---|-----------|-----------|
|   | £         | £         |
| The designated funds represent:-          |           |           |
| Fixed assets                              | 1,522,100 | 917,471   |
| Freemasons' Hall development contribution | 950,101   | 1,125,000 |
| Benevolence fund for closed lodges        | -         | 2,078     |
|   | 2,472,201 | 2,044,549 |

### Analysis of movements in restricted fund

|                      | Fund at 1st January 2017 | Income  | Expenditure | Transfers between reserves | Other recognised gains and losses | Provision released on sale of investments | Fund at 31st December 2017 |
|----------------------|--------------------------|---------|-------------|----------------------------|-----------------------------------|---|----------------------------|
|                      | £                        | £       | £           | £                          | £                                 | £   | £                          |
| Disaster Relief Fund | 31,958                   | 5,800   | -           | (5,800)                    | -                                 | -   | 31,958                     |
| Manchester Bombing   | -                        | 239,876 | (250,000)   | 10,124                     | -                                 | -   | -                          |
| M Kay Fund           | 6,011                    | -       | (7,048)     | 905                        | 132                               | -   | -                          |
| Smith Fund           | 10,261                   | 83      | (9,680)     | (905)                      | 241                               | -   | -                          |
|                      | 48,230                   | 245,759 | (266,728)   | 4,324                      | 373                               | -   | 31,958                     |

### Description and purpose of the restricted funds

|                                |  |
|--------------------------------|--|
| M Kay, Smith and Geeling Funds | To support the education and well being of children                    |
| Disaster Relief Fund           | To support families and communities in the event of disasters          |
| Manchester Bombing             | To support families and communities impacted by the Manchester Bombing |

### 16 ANALYSIS OF NET ASSETS BETWEEN FUNDS

The net assets of the Restricted Funds were:

|                    | £      | £      |
|--------------------|--------|--------|
| Listed investments | -      | 15,090 |
| Cash and deposits  | 31,958 | 33,140 |
|                    | 31,958 | 48,230 |

### 17 OPERATING LEASE COMMITMENTS

The following operating lease payments are committed to be paid within one year:

|                            | £     | £     |
|----------------------------|-------|-------|
| Expiring:                  |       |       |
| Less than one year         | -     | -     |
| Between one and five years | 3,191 | 2,436 |



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## THE EAST LANCASHIRE MASONIC CHARITY (Company number: 79735)

(A company limited by guarantee)

### NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31<sup>st</sup> December 2017

#### 18 EMPLOYEES

The average monthly head count for the Charity was 25 staff (2016: 25 staff) and the average number of full time equivalent employees (including casual and part time staff) during the year was as follows:-

|   | 2017<br>Number | 2016<br>Number |
|---|----------------|----------------|
| Main charity                                    | 2              | 2              |
| Hewlett Court                                   | 14             | 13             |
|   | <u>16</u>      | <u>15</u>      |
| Total remuneration during the year amounted to: | 2017           | 2016           |
|   | £              | £              |
| Wages and salaries                              | 288,304        | 293,115        |
| Social Security Costs                           | 13,947         | 13,678         |
| Pension costs                                   | 3,994          | 1,856          |
|   | <u>306,245</u> | <u>308,649</u> |
| Allocation:                                     |                |                |
| Direct charitable expenditure -                 |                |                |
| Trading activity - Hewlett Court                | 265,249        | 252,642        |
| Grant administration                            | 15,500         | 15,866         |
| Cost of raising voluntary income                | 6,500          | 6,564          |
| Property expenses                               | -              | 13,062         |
| Governance and support (see note 8)             | 18,996         | 20,515         |
|   | <u>306,245</u> | <u>308,649</u> |

No employee was paid at a rate of £60,000 per annum or more. No expenses were received by the Directors/Trustees.

One of the Directors/Trustees has been paid remuneration from an employment with the Charity. Remuneration of £30,554 and pension contributions of £315 were paid to J Ward in accordance with an employment contract and related to duties as an employee of the charity rather than as a Director/Trustee.

#### 19 RELATED PARTY TRANSACTIONS

During the year the Charity was provided with insurance brokerage services by RBIG Corporate Risk Services Limited at a cost of £17,368 (2016: £16,940). Mark Davies who is a Director of the Charity is also a Director of RBIG Corporate Risk Services Limited.

#### 20 CONTINGENT ASSET - LEGACY INCOME

As at 31st December 2017 the Charity had been notified of a significant legacy which is expected to result in a net receipt in the region of £1.3 million. The actual value is uncertain as other claims against the estate are to be finalised and so the legacy has not been accrued.



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**LIST OF DONATIONS GIVEN: -**  
In the year ended 31<sup>st</sup> December 2017

**MASONIC DONATIONS**

|                    |               |
|--------------------|---------------|
| Mark 2021 Festival | <u>£5,000</u> |
|--------------------|---------------|

**TOTAL MASONIC DONATIONS**

£5,000

**PGM DISCRETIONARY FUND**

|                                  |        |
|----------------------------------|--------|
| St Ann's Church, St Ann's Square | £1,000 |
|----------------------------------|--------|

|                       |        |
|-----------------------|--------|
| Friend of Ecclesholme | £4,000 |
|-----------------------|--------|

**OTHER DONATIONS**

|   |         |
|---|---------|
| Manchester University Hospital, Diabetes Centre | £50,000 |
|---|---------|

|                      |                |
|----------------------|----------------|
| Manchester Cathedral | <u>£25,000</u> |
|----------------------|----------------|

**TOTAL OTHER DONATIONS IN 2017**

£85,000

**GRANT MAKING COMMITTEE GRANTS**

|  |             |
|--|-------------|
| <b>Teddies for Loving Care</b><br>To provide teddies for distribution in local hospitals | <b>£800</b> |
|--|-------------|

|   |               |
|---|---------------|
| <b>Tottington Bowling &amp; Social Club</b><br>To fund the refurbishment of the kitchen | <b>£2,000</b> |
|---|---------------|

|  |               |
|--|---------------|
| <b>Ashworth Valley Scout Camp</b><br>To fund the installation of heating in ranch house building | <b>£4,950</b> |
|--|---------------|

|  |               |
|--|---------------|
| <b>Northwest &amp; Lakes Blood Bikes</b><br>To purchase straps to secure blood boxes | <b>£1,500</b> |
|--|---------------|

|   |             |
|---|-------------|
| <b>Mr Chapman</b><br>To match fund cancer treatment | <b>£100</b> |
|---|-------------|

|  |               |
|--|---------------|
| <b>Broughton House</b><br>To assist two patients | <b>£5,000</b> |
|--|---------------|

|   |             |
|---|-------------|
| <b>Droylsden Youth Centre</b><br>Grant towards the cost of an educational trip to Spain | <b>£250</b> |
|---|-------------|

|   |               |
|---|---------------|
| <b>Caudwell Children</b><br>To purchase two therapy tricycles | <b>£1,000</b> |
|---|---------------|

|  |               |
|--|---------------|
| <b>Teddies for Loving Care</b><br>To provide teddies for distribution in local hospitals | <b>£2,000</b> |
|--|---------------|

|   |               |
|---|---------------|
| <b>Blackburn Youth Zone</b><br>Sponsorship of a fundraising event | <b>£1,200</b> |
|---|---------------|

|   |             |
|---|-------------|
| <b>North Tameside Scouting District</b><br>Contribution towards the cost of a bank for St George's Day Parade | <b>£250</b> |
|---|-------------|



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|   |               |
|---|---------------|
| <b>Teddies for Loving Care</b><br>To provide teddies for distribution in local hospitals                              | <b>£586</b>   |
| <b>St Mary's Hospital Manchester</b><br>To fund a portable incubator for transporting eggs                            | <b>£3,130</b> |
| <b>Salford Loaves and Fishes</b><br>To purchase a lockable fridge for the homeless                                    | <b>£1,334</b> |
| <b>Springhill Hospice</b><br>To purchase equipment for outdoor fundraising events                                     | <b>£889</b>   |
| <b>East Manchester Community Boat Project</b><br>To cover insurance and mooring fees for a new boat                   | <b>£750</b>   |
| <b>Milnrow Ladybarn Bowling Club</b><br>To cover costs of new disabled wheelchair access                              | <b>£1,200</b> |
| <b>Parkinsons UK, Bury Branch</b><br>To purchase Projector and Indoor Kurling Bronze Bundle                           | <b>£610</b>   |
| <b>Margaret Haes Riding Centre</b><br>Contribution towards the costs of flood lighting                                | <b>£1,000</b> |
| <b>Teddies for Loving Care</b><br>To provide teddies for distribution in local hospitals                              | <b>£692</b>   |
| <b>Hope Kidney Patients Association</b><br>Contributions towards the costs of a caravan containing dialysis equipment | <b>£1,000</b> |
| <b>Bolton Sea Cadets</b><br>Towards the costs of converting a classroom   | <b>£3,000</b> |
| <b>Teddies for Loving Care</b><br>To provide teddies for distribution in local hospitals                              | <b>£850</b>   |
| <b>West Pennine Slings</b><br>Grant towards the costs of 20 slings  | <b>£1,007</b> |
| <b>Beenstock Home Management Company</b><br>To purchase new sensory equipment   | <b>£1,500</b> |
| <b>Medequip for Kids</b><br>Towards the cost of new sensory equipment   | <b>£1,000</b> |
| <b>The Stroke Focus Group</b><br>Towards the purchase of gardening equipment  | <b>£500</b>   |
| <b>Burnley Talking Newspapers</b><br>Towards the cost of a fast copier  | <b>£800</b>   |
| <b>Bleakholt Animal Sanctuary</b><br>To purchase interpretative panels  | <b>£2,000</b> |
| <b>The Christie Charitable Fund</b><br>Towards the purchase of steering magnets for use in proton beam therapy        | <b>£2,000</b> |



|  |                                     |                       |
|--|-------------------------------------|-----------------------|
| <b>Barnabus</b>  |                                     |                       |
| To purchase two laptops  |                                     | <b>£916</b>           |
| <b>Army Cadet Force</b>  |                                     |                       |
| To purchase drums and musical instruments  |                                     | <b>£1,458</b>         |
| <b>1<sup>st</sup> Middleton Scouts Group</b>   |                                     |                       |
| To purchase plumbing equipment   |                                     | <b>£1,500</b>         |
| <b>Maritime Volunteer Service</b>  |                                     |                       |
| Towards the cost of a defibrillator  |                                     | <b>£999</b>           |
| <b>Rough Diamonds</b>  |                                     |                       |
| To fund Christmas Lunch for lonely people  |                                     | <b>£500</b>           |
| <b>Bibby's Farm Scout Activity Centre</b>  |                                     |                       |
| Towards the cost of a Jungle Climber   |                                     | <b>£1,500</b>         |
| <b>Latin Steps Dance Company</b>   |                                     |                       |
| To purchase boys tops for the Junior 8 Couple Team   |                                     | <b>£1,600</b>         |
| <b>Soup Kitchen</b>  |                                     |                       |
| To purchase catering equipment to fitout new kitchen premises                                |                                     | <b>£5,000</b>         |
| <b>Lalley Toy Appeal</b>   |                                     |                       |
| To purchase toys and donate 20 TLC Bears   |                                     | <b>£300</b>           |
| <b>Supporting Communities Improving Lives</b>  |                                     |                       |
| To purchase food for Christmas Party   |                                     | <b>£500</b>           |
| <b>Teddies for Loving Care</b>   |                                     |                       |
| To provide teddies for distribution in local hospitals                                       |                                     | <b><u>£2,000</u></b>  |
| <b>TOTAL GRANT MAKING COMMITTEE GRANTS 2017</b>  |                                     | <b><u>£59,171</u></b> |
| <b>National Masonic Charities – Statistics 2017</b>  |                                     |                       |
| Masonic Charitable Foundation approved grants to the value of £382,777 to 206 Beneficiaries: |                                     |                       |
| Financial Support  | £220,919 to 70 Beneficiaries        |                       |
| Family/Education   | £43,250 to 70 Beneficiaries         |                       |
| Health   | £110,800 to 64 Beneficiaries        |                       |
| Family/Residential Care  | £7,808 to 2 Beneficiaries           |                       |
| <b>Non-Masonic Grants</b>  |                                     |                       |
| <b><u>Hospices - £17,680 for nine Hospices</u></b>   |                                     |                       |
| £2,620   | Bolton Hospice                      |                       |
| £1,540   | Bury Hospice                        |                       |
| £2,080   | Dr Kershaw's Hospice                |                       |
| £1,900   | East Lancashire Hospice             |                       |
| £1,900   | Hospice Care for Burnley and Pendle |                       |
| £1,000   | Rossendale Hospice                  |                       |
| £2,440   | Springhill Hospice (Rochdale)       |                       |
| £2,620   | St Ann's Hospice (Little Hulton)    |                       |
| £1,580   | Willow Wood Hospice                 |                       |



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# East Lancashire Masonic Charity



Annual Report and Accounts  
For the Year ended 31st December 2017