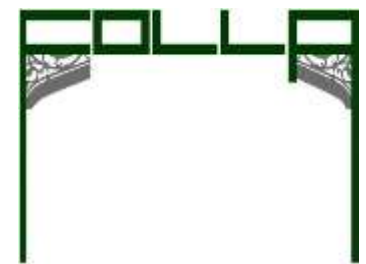
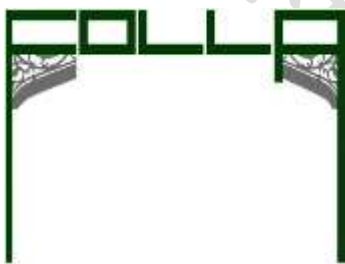


# The Friends of Lapwing Lane Arcade (FOLLA)

## Trustees' Report

Financial year ending 31st October 2015



The Trustees present their Annual Report for the year ended 31st October 2015 and confirm that they have complied with the Charities Act 1993, as amended by the Charities Act 2006, the Charities SORP 2005 and FOLLA's own Company Articles of Incorporation.

This report is to accompany FOLLA's Statement of Accounts for 2014-15 which is contained in a separate document but whose main figures are referred to section 2 b) below.

This report has been written by Mike Bath, FOLLA's Secretary. It was published in January 2016.

#### **Reference and Administrative information**

Charity name: **Friends of Lapwing Lane (FOLLA)**

Charity Registration number: **1150884**

Company Registration number: **08255624**

HMRC Reference: **922 21922 12626 A**

Registered address: **22 Longton Avenue  
Withington  
Manchester  
M20 3JN**

Board of Trustees: **Susan Elizabeth Spence  
Mike Bath  
Deborah Stores  
Freda Dennison  
Katie Weeds  
Steve Parle**

Accountant: **David Edgar  
Vincent Hayes and Co.  
17 St. George's Terrace  
Millom  
Cumbria  
LA18 4DB**

Solicitor: **Andrew Kwan  
Clear Law Solicitors  
92 Talbot Rd  
Stretford  
Manchester  
M16 0GS**

Bankers: **Royal Bank of Scotland  
467 Wilmslow Road  
Withington  
Manchester  
M20 4AN**

## 1. Structure, Governance and Management

### a. Structure

At the AGM meeting on June 25th 2014 the following positions of responsibility were confirmed and these have been effective right up to the AGM due to be held on January 20th 2016:

Chair:

Liz Spence

Treasurer and Secretary:

Mike Bath

Liaison with West Didsbury Residents' Association:

Katie Weeds

Liaison with Didsbury Civic Society:

Steve Parle

David Edgar of Vincent Hayes and Co. has acted as accountant and has prepared the Statement of Accounts which complements this Trustees' Report.

### b. Governance

FOLLA has been governed via an AGM of the Board of Trustees which was last held on January 21<sup>st</sup> 2015 and will be held again on January 20<sup>th</sup> 2016 to review and endorse this report.

Each Board meeting has received a written update of the financial position of the Trust.

Board meetings have been run according to a published agenda and have been minuted. All minutes are available for inspection from the Chair, Liz Spence.

### c. Management

Day-to-day financial affairs have been managed by FOLLA Treasurer, Mike Bath. All cheques have to bear 2 signatures from amongst Trustees Liz Spence, Mike Bath, Deborah Stores and Freda Dennison.

## 2. Objectives and Activities *(for the maintenance period – October 2014 onwards)*

### a. Objectives

These were agreed at the outset - and placed in the in the company articles as:

“To preserve and maintain the canopy for future generations of members of the public in particular of the local residents of West Didsbury, Manchester and the surrounding areas to enjoy.”

### b. Activities

#### i. Legal

During the course of the year the 'Inman's' units (105 and 107 Lapwing Lane) were sold to a property company and have remained vacant since this sale. This double unit is about to be sold again and the estate agents (Lambert, Smith & Hampton) report that the new owners (again a property company) have good prospects of letting the units shortly. Throughout the year the owners of these two units have been fully aware of the licence arrangements with FOLLA relating to the maintenance of the canopy.

All the other units have remained in the same ownership and tenancies as they were at November 2014.

ii. **Financial**

**Revenue:**

Throughout the course of the year revenue has totalled **£1676.39**:

*Maintenance payments*

£50 per unit received from shop owners during January 2015 for the 2015 calendar year, totalling **£450**.

Cost contribution received from roofing firm in respect of damage to the canopy glass outside 115 Lapwing Lane of **£295**.

*Campaign completion*

Revenue from sale of commemorative plaque framed pictures was **£930**.

*Bank interest*

Current account interest has amounted to **£1.39**.

**Costs:**

Throughout the course of the year expenditure has totalled **£3,004.60**:

*Maintenance work*

Repairs to canopy glass outside 115 Lapwing Lane caused by roofers costing **£295** (all costs successfully reclaimed from roofers thanks to Martin Rawlings' intervention!).

Payment for painting and other work incurred in the 2013/14 financial year but paid in the 2014/15 financial year of **£696**.

*Campaign completion*

A picture of the commemorative plaque specially prepared by our artist for Christmas 2014 was sold (at cost), or given to 'Friends' who had made a particularly strong contribution to the campaign. The cost was **£1,780.60** (offset by the revenue shown above).

Thank you cards were prepared and distributed to a number of the most significant campaign donors at a cost of **£100**.

*Accountancy and Legal fees*

Fees to Vincent Hayes for 2014/15 accounts work amounted to **£120**.

Fees to Companies House amounted to **£13**.

**Funds as at October 31st 2015:**

The net loss during the year was **£1,328.21** meaning that the **balance at the bank stood at £3,207.04 on 31/10/15**.

Other than the bank current account balance FOLLA's only liability is the £120.00 owed to the company accountant shown in the year's costs above. FOLLA has no assets.

### **3. Plans for the coming year and beyond**

FOLLA's activities during the coming year and beyond will be focused on ensuring the Arcade's canopy is properly maintained throughout the 25-year licence period.

The shop owners have already received their £50 per unit maintenance charges for 2016 and are expected to pay these by the end of January.

The FOLLA Board will hold an AGM on January 20<sup>th</sup> 2016 to consider the annual Statement of Accounts and authorise any required canopy maintenance actions. A further AGM will be scheduled for January 2017.

Financial Year Oct 2014 to Oct 2015