



Lifeboats

Royal National Lifeboat Institution

CISPOTEL

The Civil Service, Post Office
& British Telecommunications
(CISPOTEL) Lifeboat Fund

ANNUAL REPORT 1996



*(photographer Tony Barrington Hill,
photograph provided courtesy of the Ministry of Defence)*

The Coxswain and Crew alongside the Fund's first Trent class boat *Windsor Runner* (Civil Service No. 42) during the Naming Ceremony at Blyth, Northumberland on July 13 1996

Founded 1866 - Registered charity number 248421

THE CIVIL SERVICE, POST OFFICE AND BRITISH TELECOMMUNICATIONS LIFEBOAT FUND

Culver House. Beaconsfield Road. Bickley. Kent. BR! 2BL. Telephone: 0181 466 1150

The Civil Service, Post Office and British Telecommunications Lifeboat Fund (also known as the CISPOTEL Lifeboat Fund) is the biggest single supporter of the Royal National Lifeboat Institution (RNLI). Since its foundation in 1866. the Fund has provided 42 lifeboats for the RNLI which have saved over 4,500 lives.

The Fund is a charity and operates by collecting money on a voluntary basis from both serving and retired Civil Servants, Post. Office and British Telecommunications employees and from employees of other bodies as listed in the Civil Service Year Book. The money collected is handed over to the RNLI to buy lifeboats.

There are currently 4 CISPOTEL boats in the RNLI active fleet; these are the Richard Evans at Portrush, St. Cybi II at Holyhead. the Princess Royal at St. Ives and Windsor Runner at Blyth. Percy Garon, an Atlantic 75. is in the relief fleet. Eric Seal which was stationed at Eyemouth, transferred to the relief fleet in April 1996 and is now for sale. During 1996 our Lifeboats were launched 95 times and 27 lives were saved and a further 66 people were brought ashore safely.

Three other CISPOTEL lifeboats are in a unique RNLI museum in Kent. The Edward Bridges which was at Torbay until 1994. St. Cybi which was at Holyhead until 1980 and North Foreland which was at Margate until 1978. are on display at the Lifeboat! Gallery at the Historic Dockyard. Chatham. Kent.

ROYAL NATIONAL LIFEBOAT INSTITUTION

The Royal National Lifeboat Institution is a voluntary organisation whose sole aim is the saving of life at sea. It is the world's oldest lifeboat society and since its foundation in 1824. more than 129,500 people have been saved. Sir William Hillary. the founder. was himself. a member of the lifeboat crew at Douglas in the Isle of Man.

The lifeboat fleet is stationed around the entire coast of Britain and Ireland with 297 lifeboats on active service and 135 in the reserve. In 1996 the lifeboats were launched 6,389 times and 1,291 lives were saved. Lifeboat men and women are volunteers who earn their living in other ways. There are over 150 women in the crews from more than 4,200 volunteer crew members throughout the country. There is a full-time mechanic in each all-weather lifeboat crew. The volunteers receive a few pounds each time they are called out to cover their expenses.

The RNLI is a charity which depends entirely on voluntary contributions and in 1997 the annual cost of the lifeboat service is expected to be around £70m.

The Civil Service, Post Office and British Telecommunications Lifeboat Fund - Established 1866

PATRON: HRH The Duke of Kent

CHAIRMAN: Sir Angus Fraser, K.C.B..T.D.

DEPUTY CHAIRMEN: Sir John Bourn, K.C.B.
Mrs V.P.M. Strachan, C.8

HONORARY SECRETARY: Mrs L Jones
Culver House. Beaconsfield Road.
Bidtley. Kent. BR1 2BL
(Tel: 0181 466 1150)

HONORARY TREASURER: T. Grant
1 Cornwall Road
Cheam, Surrey. SM2 6DR
(Tel: 0171 798 7771 (Office). 0181 462 7106 (Home))

EXECUTIVE COMMITTEE:

J. A. Dixon	Department of Transport
E Chapman	Department of Social Security
C Henn	Without portfolio
Miss C. McGuinness	British Telecommunications
J. Morrison	Post Office
D J Screeche-Powell	Ministry of Defence
Mrs C Ringshaw-Dowle	Home Office
P. Walls	HM Customs and Excise

The Fund's governing document is its Constitution and the Trustees are the members of the Executive Committee. The Chairman, Deputy Chairmen, Honorary Secretary and Honorary Treasurer are ex-officio members of the Executive Committee. No Officer or Member of the Executive Committee is remunerated by the Fund.

The Chairman is also a member of the RNLI's Committee of Management and Executive Committee and is Chairman of the RNLI's Establishment Committee. The Deputy Chairman (Mrs Valerie Strachan) is also a member of the RNLI's Committee of Management and Establishment Committee.

BANKERS:

Midland Bank Plc., Seven Dials Branch. Hove. BN3 1TX
Girobank, Bootle. Merseyside

ACCOUNTANTS:

Messrs. Reeves and Neylan, Chartered Accountants. Canterbury

COUNCIL:

The Council of the Fund comprises representatives from Departments of the Civil Service, the Post Office and British Telecommunications plc, and from other organisations as listed in the Civil Service Year Book, who act on a voluntary basis.

Mrs M. Wilsey, Ministry of Agriculture, Fisheries and Food

Miss C. McGuinness, British Telecommunications plc, HQ

Ms K. Battson, Cabinet Office

P. Belcher, Central Office of Information

Mrs V. Wainwright, Charity Commission

R. Blake, Crown Estate Office

P. Walls, HM Customs and Excise

D. J. Screeche-Powell, Ministry of Defence

Miss K. Rowe, Department for Education and Employment

P. D'Costa, Department of the Environment

A. Perks, Foreign and Commonwealth Office

Ms V. Collier, Government Communications Headquarters

Mrs E. Dainty, Department of Health

Mrs C. Ringshaw-Dowle, Home Office

Mrs A. Johnson, House of Lords

Mrs A. Roy, Board of Inland Revenue

Mrs C. Airey, Intervention Board for Agricultural Produce

Mrs A. South, HM Land Registry

Mr R. Flannigan, Lord Chancellor's Department

D. Kennedy, National Audit Office

Miss S. H. M. Prescott, National Investment and Loans Office

Mrs Williamson, Northern Ireland Office

Mrs W. Fellingham, Ordnance Survey

Ms S. Warne, Overseas Development Administration

S. J. Hurrell, Parliamentary Commissioner's Office

Mrs S. Hill, Office for National Statistics

J. Morrison, Post Office

Mrs J.E. Brookes, Public Record Office

P. Palmer, Royal Mint

E Chapman, Department of Social Security

Miss P. Morris, Department of Trade and Industry

J. Dixon, Department of Transport

Mrs E. Wright, HM Treasury

Ms H. Donnelly, Treasury Solicitor's Department

WALES

C. Tester, Welsh Office

SCOTLAND

Mrs R. Rutherford, Scottish Office

Miss Dickey, Crown Office

J. Macdonald, Scottish Court Service

NORTHERN IRELAND

P. Small, Civil Service for Northern Ireland

Mrs C. Wilkinson, Department of the Environment

Mrs Williamson, Northern Ireland Office

Miss A. Boyd, Northern Ireland Social Security Agency

REPORT FOR 1996

The Council have pleasure in presenting the Annual Report for 1996 of the Civil Service, Post Office and British Telecommunications (CISPOTEL) Lifeboat Fund.

PATRONAGE

During 1996 Her Majesty the Queen was Patron to the Fund. Her Majesty's patronage drew to a close on 30 June 1997. HRH the Duke of Kent graciously consented to become Patron with effect from 1 July 1997.

CHANGE OF HONORARY TREASURER

The Fund's Honorary Treasurer during 1996 was Mr Tony Barker. Mr Barker stood down as Honorary Treasurer at the 1997 Annual General Meeting where Mr Tom Grant was appointed to succeed him.

SECOND DEPUTY CHAIRMAN APPOINTED

Mrs Valerie Strachan, CB, Chairman. HM Customs and Excise. was appointed as a second Deputy Chairman at the 1996 Annual General Meeting.

CHANGES IN EXECUTIVE COMMITTEE

During 1996 two members of the Executive Committee retired. Mr Keith Game, Home Office representative, retired and Mrs Clare Ringshaw-Dowle was elected to succeed him at the 1996 Annual General Meeting. Mr Nigel Ponsford, Department of Social Security representative, retired and Mr Ed Chapman was appointed to succeed him in July 1996.

1996 SPECIAL EVENTS

NAMING CEREMONY

Many CISPOTEL supporters had a memorable day at Blyth, Northumberland on Saturday 13 July 1996 when the 42nd lifeboat for the RNLI was officially named Windsor Runner at a ceremony performed by Sir Robin and Lady Butler. The name was chosen because one of the Fund's greatest fundraising initiatives has been the 12 half marathon races held each year up to 1995 in Windsor Great Park which have raised over £200,000 towards the Lifeboat Fund. Following a moving service of dedication and other tributes, Lady Butler officially named the boat Windsor Runner. Several supporters were taken out to sea by the Coxswain, Keith Barnard, and his crew. The essential purpose of the Lifeboat Fund - to provide lifeboats for the RNLI so that the volunteer crews can save lives at sea - was amply illustrated moments later when Windsor Runner was called out to assist a search, further up the coast, for a swimmer who was feared in danger. Fortunately, the swimmer was found safe and well.

RECEPTION FOR CISPOTEL REPRESENTATIVES

On the evening of 4 July 1996, RNLI hosted a reception in London for many of the representatives who had worked hard over the years to co-ordinate CISPOTEL's Annual Appeals. Addresses were made by Richard Mann, National Fundraising Manager, Lord Stanley of Alderley (who talked about his involvement with RNLI and the Holyhead Lifeboat Station. In particular), the 2nd coxswain at Holyhead, and CISPOTEL's

Chairman. A moving film was then shown which highlighted many brave volunteer crew members and some of the difficult "call outs" which they were involved in. The reception permitted, probably for the first time, representatives in various Departments etc. to meet each other! The RNLI are thanked for arranging this very successful evening with the hope that similar occasions could be arranged in other parts of the country.

LONG SERVICE SCROLL FOR KEITH GAME

Keith Game retired from the Home Office in March 1996. He had previously coordinated the CISPOTEL Annual Appeals in the Home Office for 25 years as well as serving on CISPOTEL's Executive Committee. In recognition of his fine achievement, Keith Game received a long service scroll from Sir Angus Fraser during the reception in London on 4 July.

LIFEBOAT! GALLERY, CHATHAM, KENT

CISPOTEL is well represented at the new RNLI Lifeboat! Gallery at the Historic Dockyard, Chatham, Kent. Officers of the Fund attended the formal opening of the Gallery on 29 May 1996 and saw the three CISPOTEL boats on display there; details of these boats are given on the inside cover. CISPOTEL supporters will find a visit to the museum of considerable interest.

GRATEFUL THANKS

On behalf of the Fund, the Council takes this opportunity to record its thanks to Departmental representatives and all the generous contributors, both serving and retired, in the Civil Service, the Post Office and BT, for their hard work, continued support and generosity over the past year.

September 1997

Signed on behalf of the Council
Sir Angus Fraser, Chairman
Mrs Lynda Jones, Honorary Secretary

**ANNUAL GENERAL MEETING
11 MARCH 1997**

The Annual General Meeting was held on Monday 11 March at 2.30 pm in the Board Room of the Crown Estate Office, 16 Carlton House Terrace, London, SW1. The Guest speaker was Mr Ray Kipling, Deputy Director. RNLI.

Chairman's opening remarks

WELCOMES

The Chairman greeted and thanked everyone for attending. He welcomed Mrs Valerie Strachan to her first CISPOTEL Annual General Meeting. A warm welcome was extended to Mr Ray Kipling, the guest speaker from RNLI who was supported by Mr Richard Mann and Mrs Jennifer Bush. RNLI. The Chairman also greeted Mr Tom Grant. National Audit Office, who had been nominated to stand as Honorary Treasurer to succeed Mr Tony Barker.

APOLOGIES

Apologies had been received from Mr John Dixon, Department of Transport and Mr John Morrison. Post Office.

ROYAL PATRONAGE

The Chairman explained that Her Majesty the Queen had recently reviewed her many patronages and had decided, regretfully, that her patronage of the CISPOTEL Lifeboat Fund would have to draw to a close from the year 2000, or earlier if CISPOTEL identified a new Patron before then. He went on to say that CISPOTEL was delighted that HRH the Duke of Kent had graciously agreed to become Patron and this would take effect from 1 July 1997. The Chairman advised that he had sent a letter to Buckingham Palace recording deep gratitude for the interest that Her Majesty had taken in the Fund and its work over so many years.

HONORARY TREASURER TO RETIRE

The Chairman informed the Council that Mr Tony Barker had decided to stand down as Honorary Treasurer after serving for 15 years. Mr Barker had accepted the post in 1982 while working for the Crown Estate Office and continued for nine years in retirement. The Chairman introduced Mr Tom Grant, an Audit Manager with the National Audit Office, who had kindly volunteered to act as Honorary Treasurer.

The Chairman wished to register the warmest appreciation for Tony's work for the Fund over many years where his expertise and guidance had been extremely valuable. In recognition of the loyal and dedicated work for the lifeboat service. Tony had been awarded the silver badge by RNLI in 1993. The Chairman hoped that Tony would maintain links with the Fund.

RNLB WINDSOR RUNNER NAMING CEREMONY

The Chairman said that Lady Butler accompanied by Sir Robin Butler had performed the formal naming of the Fund's 42nd lifeboat, Windsor Runner, at a moving ceremony at Blyth, Northumberland on 13 July last year. The occasion was well attended including many CISPOTEL supporters. The Chairman expressed his grateful thanks to RNLI for organising this successful occasion.

RNLI MUSEUM AT HISTORIC DOCKYARD, CHATHAM

The Chairman referred to the recently opened Lifeboat! Gallery which formed part of a complex of museums at the Historic Dockyard at Chatham in Kent. CISPOTEL was well represented at the Lifeboat! Gallery with three of its boats on display (details are given on the inside cover). Supporters were encouraged to visit the museum.

RNLI RECEPTION FOR CISPOTEL SUPPORTERS

The Chairman spoke of the success of the reception organised last July by RNLI to bring together about 30 CISPOTEL representatives to convey the thanks of RNLI for the fundraising over the years. Speakers included Lord Stanley of Alderley and the 2nd Coxswain at Holyhead Lifeboat Station. All those who attended had expressed their gratitude to the RNLI for the opportunity to learn more about the work of RNLI.

PENSION PAYROLL GIVING SCHEME

The Chairman informed the Council that CISPOTEL had been given the chance to send a leaflet encouraging support for the Fund to retired civil servants with details of their pension increases which were to be distributed by **Paymaster** during 1997. This would follow the first exercise in 1994 which had resulted in a valuable £31,500 annually for the Fund. Regular contributions were very welcome and although this current exercise would incur some considerable costs to the Fund, the Executive Committee had concluded that the time was now right to approach civil servants who may have retired since 1994.

Treasurer's Report

The Honorary Treasurer reported that accounts had been prepared in accordance with the new provisions of the Charities Act 1993 and that the accountants had carried out an examination, without carrying out an audit, under section 43 (7) of the Act, which was the statutory obligation where neither income nor expenditure was over £250,000.

The Honorary Treasurer advised that during the year ended 31 December 1996 the Fund had received £77,116 in subscriptions. Sadly this was down on the previous year although part of the difference was the result of the varying flow of some Departments' remittances. The figure included £31,500 from the Pension Payroll Giving Scheme; £2,500 being the proceeds from the final Half Marathon; and £6,647 received direct by RNLI but attributable to CISPOTEL.

The balance in hand with RNLI at year end was £362,047 which had taken three years to accrue. This meant that at the current rate of progress the Fund would be on course to provide its 43rd lifeboat by the millennium. The financial statements for the Fund, including their account at RNLI, and summary of contributions are annexed.

Secretary's report

PENSION PAYROLL GIVING SCHEME

The Honorary Secretary advised the Council that the most significant activity beyond the annual appeal would be the communication to all retired civil servants encouraging them to contribute to CISPOTEL through the Pension Payroll Giving Scheme. Each year Paymaster informed retired civil servants of their pension increases and this year an enclosure leaflet would be inserted in all the 570,000 notifications at a cost to the Fund of approximately £12,500. She explained that the cost was substantial but considered a worthwhile expenditure because of the large number of newly retired civil servants following downsizing in many Departments. She reminded the Council that the first opportunity to encourage retired civil servants to support the Fund this way was provided in 1994 yielding an annual amount of £31,500. The exercise this year also presented an opportunity to thank everyone who had given through the Pension Payroll Giving Scheme as well as encourage new supporters.

NEWS OF CISPOTEL LIFEBOATS

The Honorary Secretary reminded the Council of the lifeboats in RNLrs active fleet (details are given on the inside cover). The CISPOTEL boats were called out 95 times in 1996, saving 27 lives and bringing a further 66 people ashore safely. These figures included 8 services with 6 people rescued by the Eric Seal, which was until recently in the relief fleet and was now up for sale. Also included in the figures were 17 services that brought 19 people safely to shore by Percy Garon, the Atlantic 75, which operated in the relief fleet.

1997 ANNUAL APPEAL

The Honorary Secretary said that the appeal would take the usual form this year with appeal literature being sent to representatives at the usual time ie April/May to ensure that appeals could get underway without delay. She asked that where possible all money collected should be banked by 31 December so that credit could be given in the appropriate accounting year, but assured colleagues that any money banked later would be shown in the subsequent year. She wished everyone much success with the 1997 Annual Appeal.

Election of Officers

The Chairman, Deputy Chairmen (Sir John Bourn and Mrs Valerie Strachan) and Honorary Secretary were re-elected into office for a further year. Mr Tom Grant was elected as Honorary Treasurer.

Confirmation of Executive Committee

Messrs. Dixon, Morrison, Henn, Screeche-Pbwell and Walls, and Miss McGuinness and Mrs Ringshaw-Dowle were re-elected for the next year. Mr Ed Chapman was elected for the Department of Social Security.

Deputy Chairman's address

The Deputy Chairman (Sir John Bourn) thanked the Council for his re-election. He also extended his thanks to the Council for their fundraising during the past year and said he was heartened that so many individuals had been willing to give their time, especially as the pressures on staff were quite considerable at present. He acknowledged that there were increasing difficulties facing fundraising; charities were growing apace with ever more sophisticated fundraising methods, including the employment of specialist advisors. Consequently the competition for money was getting intense and the National Lottery was having a large impact. Also, there were fewer civil servants in recent years, and this had impacted on the scope and scale of the Fund's activities.

He acknowledged the tremendous contribution from retired civil servants and thanked everyone who contributed through the Pension Payroll Giving Scheme. He said it was interesting to reflect that pensioners were quite likely to exceed the contribution made by serving officers which showed the significance of distributing the CISPOTEL leaflet to retired civil servants with their pension advices this year.

Turning to the 1997 Annual Appeal, the Deputy Chairman informed the Council that the people of Blyth were thrilled and delighted with their new lifeboat, the 42nd provided by CISPOTEL, which should give pride and pleasure to everyone who had been involved with raising the funds for that boat. He said that the Fund had gone some way towards raising the £600,000 necessary to get the next lifeboat. He said that about 60 per cent had been raised and with three more appeals before the end of the century it was possible to achieve the next boat by the millennium. It was a testing target but one that lay within the Fund's reach.

He thanked everyone who was to work for the success of the 1997 appeal and asked them to spare a thought for the brave volunteer crews who risked their lives to save those in jeopardy at sea. He said that time given to the CISPOTEL appeal was time devoted well and he offered every encouragement to the fundraising.

Guest Speaker

MR RAY KIPLING, DEPUTY DIRECTOR, RNLI

Mr Kipling said he was glad that each year RNLI had the opportunity to express its gratitude for the work of the Fund when a representative spoke at CISPOTEL's Annual General Meetings. He expressed the thanks of the RNLI crews who were particularly appreciative of the kit and equipment provided for them. He said that CISPOTEL had the largest standing and was the biggest supporter of the RNLI and was probably the longest single supporter of a charity in history. He acknowledged that the Fund had a big network and could reach a wide audience. The importance of this was not just to raise money but to spread the message about the work of RNLI far and wide and thus raise awareness of the cause.

He pointed out that the new classes of lifeboat were expensive but the costs could be justified in the results. The new boats could go out in all weathers and he cited the recent case in Dunbar where a Severn class boat pulled in a fishing boat 100 miles out; it covered 70 miles in two and a half hours which would have stretched out to four hours in the previous Waveney class or even seven hours in a Solent. He said everything

hinged on what saving a life meant. 1,500 lives were saved last year. Each rescue involved real people with spouses, sons, daughters, friends and relations deeply affected by the outcome of each "call out". He was deeply grateful to the untiring work of the Fund and hoped that money would continue to be raised and the word continue to be spread far and wide.

RNLI 175th ANNIVERSARY EVENTS

Mr Richard Mann, National Fundraising Manager, RNLI explained that as part of the events for the 175th anniversary, RNLI would be having a special badge appeal and invited CISPOTEL colleagues to Join in.

Close of Annual General Meeting

The Chairman drew the AGM to a close by thanking Ray Kipling for his encouraging address and extended thanks to everyone for all their support throughout the year. He also extended heartfelt thanks to Tony Barker, the retiring Honorary Treasurer, and to everyone, both serving and retired, for their generous contributions which enabled the Fund to continue to support the work of the RNLI.

**Accountants' Report to the Trustees of
Civil Service, Post Office and British Telecommunications Lifeboat Fund**

We have examined, Without carrying out an audit, the accounts for the year ended 31 December 1996 set out on pages 2 to 5.

Respective responsibilities of trustees and independent examiners

As described on page 5. the trustees are responsible for the preparation of accounts, and they have elected under section 42 Charities Act 1993 (the Act) that the accounts be subject to independent examination. It is our responsibility to examine the accounts and, based on our examination, to report our opinion. as set out below. to the trustees.

Basis of opinion

We conducted our examination under section 43 and in accordance With the directions of the Charity Commissioners under section 43(7) of the act.

The examination was not an audit conducted in accordance With Auditing Standards. Accordingly. we do not express an audit opinion on the accounts. Therefore our examination does not provide any assurance that the accounting records and the accounts are free from material misstatement.

Opinion

In our opinion nothing has come to our attention which gives us reasonable cause to believe that In any material respect:-

- a accounting records have not been kept in respect of the charity In accordance with section 41 of the 1993 Act; or
 - ii the accounts do not accord with those records; or
 - iii In the case of an examination of accounts a statement of which has been prepared under section 42(1) of the Act. the statement of accounts does not comply with any of the requirements specified In paragraph 1 of Part III of Schedule 1 to these Regulations.

- b no matter has come to our attention in connection with the examination which, in our opinion attention should be drawn in our report. in order to enable a proper understanding of the accounts to be reached.

Reeves & Neylan
Chartered Accountants
Canterbury
7 March 1997

**Civil Service, Post Office and
British Telecommunications Lifeboat Fund**

**Statement of financial activities
for the year ended 31 December 1996**

	Note	Unrestricted fund 1996 £	Unrestricted fund 1995 £
Income and expenditure			
Incoming resources			
Subscriptions		67,791	87,547
Donations received direct by RNLI		6,647	20,694
Half-marathon		2,500	4,668
Printing and other expenses incurred direct by RNLI		2,426	3,793
Investment income		178	290
Total incoming resources			116,992
Resources expended			
Direct charitable expenditure	2	77,725	110,812
Fundraising and publicity	3	2,107	3,736
Management and administration of the charity	4	858	657
Total resources expended		80,690	115,205
Net incoming resources for the year		(1,148)	1,787
Balances brought forward at 31 December 1995		3,295	1,508
Balances carried forward at 31 December 1996			3,295

All recognised gains and losses are included in the statement of financial activities.

The notes on pages 4 and 5 form part of these financial statements.

**Civil Service, Post Office and
British Telecommunications Lifeboat Fund**

**Balance sheet
at 31 December 1996**

	Note	Unrestricted funds 1996 £	Unrestricted funds 1995 £
Current assets			
Cash at bank and in hand	5	<u>2,147</u>	3,295
Net current assets		2,147	3,295
Funds			
Unrestricted		2,147	3,295

(signed) A Barker
Hon Treasurer
7 March 1997

For and on behalf of the Trustees

The notes on pages 4 and 5 form part of these financial statements.

Civil Service, Post Office and British Telecommunications Lifeboat Fund

Principal accounting policies

The financial statements have been prepared in accordance with applicable Accounting Standards in the United Kingdom. A summary of the more important accounting policies, which have been applied consistently, is set out below.

Basis of accounting

These financial statements are prepared in accordance with the historical cost convention.

Donations received:

Cash and liquid resources

Grants made towards the costs of a specified period are included in the Income and expenditure account on an accruals basis. Other donations are included as received.

Other resources

Donated non-cash resources, including the time of volunteers, are not reflected in the accounts.

**Civil Service, Post Office and
British Telecommunications Lifeboat Fund**

**Notes to the financial statements
for the year ended 31 December 1996**

1 Responsibilities of the trustees for the preparation of financial statements

The trustees are responsible for the preparation of annual financial statements in respect of which they are required to select suitable accounting policies and then apply them consistently.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

2 Direct charitable expenditure

	1996 £	1995 £
Payments made to RNLI	71,078	90,118
Payments made direct to RNLI	6,647	<u>20,694</u>
	77,725	110,812

3 Fundraising and publicity

	1996 £	1995 £
Printing etc by RNLI	2,107	3,736

4 Management and administration of the Charity

	1996 £	1995 £
Postage, stationery and telephone	97	164
Travelling	442	251
Office equipment and repairs		185
Printing etc by RNLI	<u>319</u>	<u>57</u>
	<u>858</u>	<u>657</u>

5 Cash at bank and in hand

	1996 £	1995 £
Girobank accounts	2,110	3,261
Midland account	2	11
Petty cash	<u>35</u>	<u>23</u>
	<u>2,147</u>	<u>3,295</u>

6 Trustees' expenses

A total of £46 was paid to a trustee in the year. The payments were for travel expenses.

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 CIVIL SERVICE, POST OFFICE AND BRITISH TELECOMMUNICATIONS LIFEBOAT INSTITUTION

STATEMENT OF ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 1996

	E	E	E	£
Balance in Hand			<u>Expenditure</u>	
1 January 1996		265,793	Printing and other costs	2,426
<u>Moneys received by RNLI</u>				
Remittances from CISPOTEL (Schedule 1)	71,078			
Donations and Legacies (Schedule 2)	_ \$ & fl	77,725		
			<u>Balance in Hand</u>	
<u>Interest</u> on unexpended balances (at UK clearing bank base lending rate)		20,955	31 December 1996	362,047
		364,473		364,473

I certify the above to be a true record of the remittances received by the Royal National Lifeboat Institution from the Civil Service, Post Office and British Telecommunications Lifeboat Fund, and the use of those funds during the year ended 31 December 1996 and the balance in hand at that date.

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EA Q Davidson
 Head of Finance
 Royal National Lifeboat Institution

SUMMARY OF CONTRIBUTIONS TO THE FUND
Recorded during the year ended 31st December 1996

	£
Agriculture, Fisheries and Food, Ministry of.....	730.00
Cabinet Office	198.21
Central Office of Information	112.64
Customs and Excise, HM	3,968.89
Defence, Ministry of	1,328.30
Environment, Department of	1,265.00
GCHQ	871.40
Health, Department of	169.26
The Stationery Office Ltd.....	1,264.51
Home Office.....	763.00
House of Lords	152.23
Inland Revenue	6,570.94
Land Registry, HM.....	690.93
National Audit Office.....	95.00
National Investment and Loans Office.....	75.50
National Savings Department.....	200.00
Ordnance Survey.....	448.61
Parliamentary Commissioner, Office of.....	65.75
Paymaster.....	150.46
Post Office.....	1,550.27
Transport, Department of	1,207.50
Social Security, Department of.....	1,592.07

SCOTLAND

Scottish Office	1,188.79
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NORTHERN IRELAND

Agriculture, Department of	672.29
Economic Development, Department of	498.49
Finance and Personnel, Department of.....	676.31
Health, Department of	371.37
Northern Ireland Office	185.59
Northern Ireland Social Security Agency	1,263.32

PAYROLL GIVING (including £5,279.69 from BT)	15,361.29
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PENSIONERS' PAYROLL GIVING	30,781.66
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OTHERS	444.90
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THE CIVIL SERVICE BENEVOLENT FUND

The Fund gives financial help to serving, retired and former staff together with their dependants, of the CM! Service and Associated Organisations.

WHEN IN NEED THE FUND HELPS:

- Serving, retired and former staff who suffer unforeseen misfortune
- Serving staff on sick leave at reduced pay
- Staff prematurely retired on health grounds
- Widow/ers and financial dependants of serving, retired and former staff

Financial help totalling over £2 million was given to over 8,000 staff and their dependants In 1996. In addition, the Fund assists in locating suitable residential care, securing the funding and helping with inherent problems such as house sale. Its Horne Advisory Service also helps with onvalescent and respite care.

The Fund's admnl1 stratlon costs are Government supported but voluntary contributions and donations help us to help those In need.

For further Information on any aspect of the Fund's work please write to:

The Civil Service Benevolent Fund
Fund House
Anne Boleyn's Walk
Cheam. Sutton
Surrey
SM38DY

Telephone: 0181 240 2400
Fax: 01812402401

THE ROWLAND HILL FUND

THE ROWLAND HILL FUND exists to relieve distress of Post Ollke staff, past and present. and their dependants. In 1995/96 £29.644 was expended by grants and loans In some 1.578 Individual awards. The assistance that the RHF can give makes a great dillerence to financially distressed beneficiaries- happiness and comfort. In addition. the Fund gives assistance to -wards nursing home fees for Post Office pensioners and their widows.

Will you please help? · The RHF could do so much more if It had more cash. There are many former colleagues or their dependants who are much worse *oIT* than you are. A subscription of a few pence a week Is all that is required. Subscribers' forms can be obtained from your local RHF representative or direct from the Secretary, Rowland Hill Fund, 49 Featherstone Street, London EC1Y 8SY. Tel: 0171 320 4285. Individual donations are also welcome.

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CISPOTEL LIFEBOAT FUND

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