

The Lifeboat Fund

(The Communications and Public Service Lifeboat Fund)



2005 TRUSTEES' REPORT AND FINANCIAL ACCOUNTS



The Lifeboat Fund is a fundraising charity that exists solely to support the work of the RNLI in saving lives at sea. The Fund was founded in 1866 and, since then, has provided the RNLI with 47 boats and much other assistance.

Patron: HRH The Duke of Kent

Registered Charity Number: 248421

THE LIFEBOAT FUND TRUSTEES' REPORT AND FINANCIAL ACCOUNTS FOR 2005

CONTENTS

3	<u>Trustees' report for 2005</u>
11	<u>Independent examiner's report</u>
12	<u>Statement of financial activities</u>
13	<u>Balance sheet at 31 December 2005</u>
14	<u>Notes to the financial statements</u>
17	<u>Summary of contributions to the Fund in 2005</u>

The Communications and Public Service Lifeboat Fund

Registered charity number 248421

Trustees' Report for 2005

This is the Trustees' annual report and financial statements of The Communications and Public Service Lifeboat Fund (the charity) for the year ended 31 December 2005. The Trustees confirm that the annual report and financial statements of the charity comply with current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in October 2000.

TRUSTEES

The Communications and Public Service Lifeboat Fund, whose short title is The Lifeboat Fund, consists of a Council and its governing document is its Constitution. The Council appoints the members of the Executive Committee who act as the charity's trustees. The members who served on the Executive Committee during the year ended 31 December 2005 and members who have been appointed since are shown below with the Department or body that they represent:

Name	Office	Dates acted, if not for whole year
Sir Kevin Tebbit KCB CMG	Chairman	
Sir John Bourn KCB	Deputy Chairman	
Sir David Rowlands KCB	Deputy Chairman	Appointed April 2005
Mr Tom Grant	Hon. Treasurer	
Mrs Diana Allpress	Hon. Secretary	
Mr John Jarvis	Civil Service Pensioners	
Mrs Rosina Robinson	Home Office	Retired from Home Office in September 2005. Continues as a Trustee in a personal capacity
Mrs Jill Roberts	MOD	Resigned November 2005
Ms Pat Shahin	HMRC	
Ms Tracey Orchard	HMRC	
Mrs Clare Wardle	Royal Mail	
Mr David Kellett	NAO	Appointed September 2005
Mr Peter Fischer	GCHQ	Appointed September 2005
Ms Nicola Bowen Rees	Home Office	Appointed January 2006

OBJECTIVES

The object of the Fund is to raise money to further the work of the Royal National Lifeboat Institution (RNLI) by providing lifeboats or other items agreed with the RNLI. The Fund seeks to achieve this object by issuing an annual appeal to staff of the Civil Service, Royal Mail and BT and by promoting Payroll and Pension Payroll Giving.

ORGANISATION

The Council oversees the strategy, and the Executive Committee administers and manages the Fund. Day to day business of the charity is conducted by the Honorary Secretary and Honorary Treasurer under the direction of the Executive Committee.

The registered address of the Fund is 85 Entry Hill, Bath, NE Somerset, BA2 5LS.

Website: www.thelifeboatfund.org.uk

Secretary: Mrs D Allpress, 85 Entry Hill, Bath, NE Somerset, BA2 5LS

Email: secretary@thelifeboatfund.org.uk; Tel: 01225 835762

Treasurer: Mr T P Grant, 1 Cornwall Road, Cheam, Surrey, SM2 6DR

Email: tom.grant@blueyonder.co.uk; Tel. 020 8642 7106

Independent Examiner: Reeves and Neylan, 37 St Margarets Street, Canterbury, Kent, CT1 2TU.

Banks: HSBC, Ridgeland House, 167 Dyke Road, Hove, East Sussex, BN3 1TX.

Alliance and Leicester Commercial Bank plc, Bridle Road, Bootle, Merseyside, GIR 0AA.

Halifax plc, Trinity Road, Halifax, HX1 2RG.

ACTIVITIES AND ACHIEVEMENTS DURING 2005

Naming Ceremony for *Hunstanton Flyer*



Hunstanton Flyer, The Lifeboat Fund's 45th lifeboat, is stationed at Hunstanton, Norfolk and went into service on 21 July 2003. The naming ceremony for this hovercraft was held on 21 May 2005. On an extremely wet day, Sir David Rowlands, Deputy Chairman, handed over the hovercraft to the RNLI on behalf of the Fund's supporters.

Hunstanton Flyer was provided at a cost of £122,000 and is a Griffon 470SAR which was developed in conjunction with the RNLI's Technical Department specifically for search and rescue purposes. The hovercraft is 7.75m in length, carries a crew of three and has a top speed of 30 knots with a range of 3 hours at maximum speed.

Naming Ceremony for *Guardian Angel*



The naming ceremony for *Guardian Angel*, The Lifeboat Fund's 46th lifeboat, was held on 26 October 2005 at the RNLI Inshore Lifeboat Centre, Cowes. Diana Allpress, Honorary Secretary, named the lifeboat 'Guardian Angel' with the customary bottle of champagne. After the ceremony, guests were given a guided tour of the RNLI Inshore Lifeboat Centre where the D class lifeboats are built.

Guardian Angel will serve in the RNLI's relief fleet. It will be used throughout the country to provide emergency cover for station lifeboats undergoing refit or repair.

Angel of Holyhead in service



The *Angel of Holyhead*, The Lifeboat Fund's 47th lifeboat, went into service on 18 November 2005 at the Holyhead Lifeboat Station, North Wales. It is a small and highly manoeuvrable boat, making it ideal for rescues close to shore in fair to moderate conditions. The lifeboat is a D class. It is 5m in length, carries a crew of 3 and has a top speed of 25 knots with a range of 3 hours at maximum speed.



CAF Online Accounts Award

The Lifeboat Fund entered its 2005 Financial Accounts and Annual Report into the Charities Aid Foundation (CAF) Charities' Online Accounts awards 2005. These awards recognize excellence in technical compliance, presentation, design and clarity of charities' online reports, financial accounts and websites. The Lifeboat Fund won first prize in its category (income between £100,000 and £500,000) and was presented with a cheque for £5,000. The judges praised the Fund for its clear and concise website.

Mailshot to Retired Civil Servants

In October 2005, at a cost of £55,000, The Lifeboat Fund wrote to 100,000 civil servants who had retired since 1987 inviting them to donate to the Fund via pension payroll giving. This is seen as a necessary investment to sustain the pension/payroll giving and legacies which are likely to remain a major source of income for the Fund. The total number of retired civil servants who have signed up will become clear in the course of 2006.

FUNDRAISING

Annual Appeal

Each year, the Fund launches an annual appeal for contributions. Supporters are encouraged to fundraise in many forms and representatives are encouraged to find new and exciting ways to boost their collections.

Retired Civil Servants, Royal Mail pensioners and BT staff mainly subscribe through pension payroll and payroll giving, respectively.

Marathons

Marathons are a great way to get fit and raise money for a good cause. If you would like to raise money for The Lifeboat Fund, please contact the Secretary, who will be happy to help with fundraising.

Card Aid

Card Aid can supply your organization with a corporate Christmas card printed with the address, logo and signatures and most importantly the charity name that you have chosen to support. If you choose The Lifeboat Fund one third of the price of the card is donated to the Fund.

Gift Aid

The Fund can reclaim tax on all donations if donors make a simple declaration that they have paid sufficient income tax and that they wish their donation to be made under the Gift Aid Scheme. Supporters are invited to complete the declaration form on the reverse of the appeal poster so that tax can be reclaimed. In 2005, the Fund reclaimed £500.

Make your donation go further by clicking on the link below:



Payroll Giving and Pension Payroll Giving

The Fund actively encourages donations made in this way and has designed forms to be held in Government Departments to simplify support for the Fund. The charity processing agents (Charities Trust, Charities Aid Foundation and South West Charitable Giving) also provide forms that can be used and The Lifeboat Fund should be quoted if supporters wish to give to the Fund in this way.

WEBSITE AND E-MAIL LINKS

The Fund's website (www.thelifeboatfund.org.uk) provides full details of the Fund's activities and shows pictures of the Fund's lifeboats currently in service. Visitors to the site can download a Gift Aid form and send it to the Honorary Secretary with their contribution should they wish.

Email is now a standard means of communication and collectors and representatives are urged to provide their email address to secretary@thelifeboatfund.org.uk.

The Lifeboat Fund wants supporters to be able to donate online and steps are being taken to arrange this.

THE LIFEBOAT FUND'S LIFEBOATS

	Launches	Lives Saved	Others Given Assistance
2005	130	7	37
2004	196	12	56
2003	45	2	21
2002	68	2	38
2001	39	2	46
2000	56	3	59

The reason for the substantial increase in the number of launches and lives saved by The Lifeboat Fund's lifeboats in the last two years is mainly because of the Fund's sponsorship of *Public Servant*, which is one of the lifeboats serving on the River Thames. These are the busiest lifeboats in the RNLI's fleet.

Total launches and lives saved by the Fund's lifeboats currently in the RNLI fleets

	Launches	People Rescued
Public Servant	294	34
Hunstanton Flyer	20	0
Princess Royal	163	18
Windsor Runner	99	15
Fraser Flyer	75	22
St. Cybi II	335	224

There are currently three Lifeboat Fund lifeboats in the RNLI active fleet: *Hunstanton Flyer* at Hunstanton, Norfolk; *Public Servant* at Lifeboat Pier, London and RNLB *Princess Royal* at St Ives. The relief fleet includes RNLBs *Guardian Angel*, *Windsor Runner*, *Fraser Flyer* and *St Cybi II*. During 2005, the Fund's lifeboats were launched 130 times, saving 7 lives and giving assistance to a further 37 people.

Three other lifeboats previously provided by the Fund are in a unique RNLI museum in Kent. The *Edward Bridges* (at Torbay until 1994), *St Cybi* (at Holyhead until 1980) and the *North Foreland* (at Margate until 1978) are all on display in the Lifeboat! Gallery at the Historic Dockyard, Chatham, Kent. This is well worth a visit.

FINANCIAL REVIEW

In 2005, the Fund collected £159,000 for the RNLI. The main sources of these donations were:

	2005	2004
	£	£
Pension payroll giving (net of distribution charges)	73,000	79,000
Legacy	52,800	-
Payroll giving	15,000	12,700
Traditional appeal	11,500	7,300
Award from Charities Aid Foundation	5,000	-
Miscellaneous	1,200	900
Gift aid	500	500
Ten per cent Government uplift	-	3,300
Card Aid	-	1,300
Total	159,000	105,000

This table shows the continuing strength of support from pension payroll giving and the impact that a legacy can have on funding.

The in-year cost to The Lifeboat Fund of collecting these donations was £4,300, or about 2.7 per cent, most of which (£3,100) relates to fees charged by the agencies that collect and distribute pension payroll giving on the Fund's behalf. This, however, does not take into account the original cost (£22,600) of the two appeals in 1997 and 2001 that triggered the pension payroll giving.

The Fund's administration costs were about £23,000, of which the Ministry of Defence sponsors £21,400. As a result, the net costs met by The Lifeboat Fund are about £1,600 or about one per cent of receipts.

In addition, in 2005, The Lifeboat Fund spent £55,000 on circulating a fund-raising appeal to 100,000 retired civil servants, the results of which will only become clear in the course of 2006. However, some one-off donations worth some £700 deriving from that appeal are reflected in the miscellaneous income shown above for 2005.

Reserve Policy

The Fund does not hold any reserves. As necessary, it retains any sums required to meet planned expenditure, and transfers all other income as it arises to the RNLI, which holds The Lifeboat Fund's donations in a restricted fund, accruing notional interest, until there is sufficient to purchase a new lifeboat or such other purchase as the Fund decides on, under its sponsorship arrangements with the RNLI. In 2005, The Lifeboat Fund paid £40,000 for its 46th and 47th lifeboats, and reimbursed £1,600 to the RNLI for miscellaneous administrative costs. After deducting this expenditure from the balance brought forward at 1 January 2005, adding this year's net donations of £105,000 and £31,000 of notional interest, the restricted fund has a closing balance of £593,000.

The Fund is wholly dependent on the services of unpaid volunteers and donations in kind. As such, it would wish to acknowledge the generosity of the Ministry of Defence in donating the services of its Honorary Secretary, and of Reeves and Neylan in donating their services as the Honorary Independent Examiner.

The Fund's financial statements and a summary of contributions are part of this annual report.

RISK MANAGEMENT

Apart from the relatively small amounts spent on fundraising and administration, the Fund passes all its receipts onto the RNLI for them to invest and hold in the restricted funds as explained above.

The main risks faced by the Fund are therefore a sudden drop in fundraising. However, as about 80 per cent of the Fund's income comes from pension payroll giving, trustees consider a sudden substantial reduction in this form of receipt to be low risk. And, as this income comes in on a monthly basis, it can be monitored regularly.

As a result of recent changes in the form and culture of the Civil Service, the Fund also faces the risk that its traditional method of circulating an appeal sheet to civil servants and Royal Mail employees is no longer as effective as it once was. As more appeals are now made through departmental intranets, the Fund intends to facilitate online giving to ensure that potential donors have a ready means of contributing. The Chairman has also written to the Permanent Secretaries and heads of departments and agencies to ask them to encourage their staff to support this longstanding charity, which will celebrate 140 years in 2006.

REMUNERATION TO CHARITY TRUSTEES

No remuneration or other benefits were paid from the charity to a charity trustee.

FUTURE PLANS AND EVENTS

The Lifeboat Fund has discussed with the RNLI future opportunities for the deployment of the Fund's donations with the broad aim of funding lifeboats as evenly as possible throughout the UK. It has been agreed that, over the next three years until 2008, The Lifeboat Fund would aim to sponsor a programme of five inshore lifeboats, either D-Class or Atlantic, for stations at Mudeford, Poole, Newquay, New Brighton and a fifth station that is still to be decided. It is planned that the Mudeford and Poole lifeboats, which are both Atlantic class, will be the third and fourth lifeboats from this programme to go on station in 2006.

The Fund also plans to be the major contributor to the refurbishment of a floating pontoon at Waterloo Pier that will provide a new lifeboat station and meeting rooms for the crews of the Thames lifeboats. This station, to be named *Lifeboat Pier*, will open officially in May 2006.

The Fund wishes to arrange that the funds raised in Northern Ireland, some £4,600 in 2005, are deployed for the benefit of Northern Ireland's lifeboat crews, probably through assisting their training. Final plans have still to be agreed with the RNLI as to how best to achieve this objective.

The year 2006 will be the 140th anniversary of The Lifeboat Fund and this important milestone will be used to help raise the profile of the Fund throughout government departments. The Fund will continue to encourage support through Pension Payroll and Payroll Giving. The Fund is working towards providing the facility to make online donations through the Fund's website.

The Fund will also continue to encourage donors participating in the main appeal to make their donations under the Gift Aid Scheme so that tax can be reclaimed. Her Majesty's Revenue and Customs will not accept Gift Aid declarations without a home address and supporters are urged to give this information.

The Fund will remind supporters how a legacy can help lifeboat crews long into the future.

RELATIONSHIP WITH OTHER CHARITIES

Since its foundation in 1866, the Communications and Public Service Lifeboat Fund has been and still is the biggest single supporter of the Royal National Lifeboat Institution. The RNLI is a registered charity that exists to save lives at sea by providing, on call, the 24-hour service necessary to cover search and rescue to 50 miles out from the coast of the United Kingdom and the Republic of Ireland. It depends entirely on voluntary contributions and legacies for its income, and mostly on volunteers* to man its lifeboats.

The RNLI pays for most substantial expenditure by the Fund out of restricted funds, held as explained above, subject to the approval of the Fund's Executive Committee. At the end of each financial year, the RNLI provides the Fund with a Statement of Account, which agrees the amount held by the RNLI in a restricted fund on behalf of The Lifeboat Fund and which is reflected in the additional note set out below the Balance Sheet in The Lifeboat Fund's financial statements.

(* some Thames lifeboats have full time crew)

The Fund's Chairman, Sir Kevin Tebbit, is a member of the RNLI Council.

Kevin Tebbit

Chairman

on behalf of the Trustees

7 March 2006

Independent examiners' report for the year ended 31 December 2005

Independent examiners' report

Report to the trustees/members for the year ended 31 December 2005 on the accounts set out on pages 12 - 16.

Respective responsibilities of trustees and examiner

As described on pages 3 to 10 the Trustees are responsible for the preparation of the accounts, and they consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is needed. It is my responsibility to:

- examine the accounts (under section 43(3)(a) of the Act);
- follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the Act); and
- state whether particular matters have come to my attention.

Basis of independent examiners' statement

My examination was carried out in accordance with General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 41 of the 1993 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: Reeves & Neylan
Chartered Accountants
37 St Margaret's Street
Canterbury
Kent
CT1 2TU

Dated: 17/3/06

Statement of Financial Activities for the year ended 31 December 2005

		Unrestricted Funds 2005 £	Unrestricted Funds 2004 £
	Note		
Incoming resources			
Donations, legacies and similar incoming resources	2	162,734	108,520
Staff sponsorship	3	21,441	7,173
Interest on bank balances		146	269
Lifeboat Fund expenses met by the RNLI		1,629	-
Total incoming resources		185,950	115,962
Resources expended			
Costs of generating funds:			
Fundraising and publicity	4	59,367	3,638
Charitable expenditure:			
Donations to the RNLI	5	104,923	175,288
Management and administration	6	22,962	7,370
Total resources expended		187,252	186,296
Net incoming resources for the year		(1,302)	70,334
Balances brought forward at 1 January 2005		8,323	78,657
Balances carried forward at 31 December 2005		7,021	8,323

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 14 to 16 form part of these financial statements.

Balance Sheet as at 31 December 2005

	Note	2005 £	2004 £
Fixed assets			
Tangible fixed assets	7	470	-
Current assets			
Cash at bank and in hand		6,565	78,706
Current liabilities			
Creditors	8	(14)	-49
Net current assets		<u>6,551</u>	<u>78,657</u>
Net assets		<u>7,021</u>	<u>78,657</u>
Charity Funds			
Unrestricted – General Funds		<u>7,021</u>	<u>78,657</u>
Total Funds		<u>7,021</u>	<u>78,657</u>

The financial statements were approved by the Trustees on 7 March 2006 and signed on their behalf by:

T P Grant
Honorary Treasurer

Kevin Tebbit
Chairman

The notes on pages 14 to 16 form part of these financial statements.

Additional note

The RNLI hold the money donated to them by The Lifeboat Fund in Restricted Funds accruing interest, until there is sufficient to buy a lifeboat. At 31 December 2005, the position of these Restricted Funds was as follows:

	2005 £	2004 £
Balance in RNLI Restricted Funds for The Lifeboat Fund at 1 January 2005	498,891	301,793
Less: payment for 46 th and 47 th lifeboat	(40,000)	-
The Lifeboat Fund's donations to RNLI in 2005	104,923	175,288
Notional interest received in 2005 on Restricted Fund balances	30,757	21,810
Less: Lifeboat Fund expenses paid direct by RNLI	(1,629)	-
Balance in RNLI Restricted Funds for The Lifeboat Fund at 31 December 2005	<u>592,942</u>	<u>498,891</u>

Notes to the financial statements for the year ended 31 December 2005**1. Accounting policies*****(a) Basis of preparation of financial statements***

The financial statements have been prepared under the historical cost convention with the exception of investments, which are included at market value and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002). The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), 'Accounting and Reporting by Charities' published in October 2000 and applicable accounting standards.

(b) Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees to advance the general objectives of the charity and that have not been designated for other purposes.

(c) Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Legacies are included when the Fund is advised by the personal representative of an estate that payment will be made or property transferred, and the amount involved can be quantified. The financial statements do not include the value of services provided by volunteers.

Intangible income, which comprises donated services, is included in income at a valuation which is an estimate of the financial cost borne by the donor where such a cost is quantifiable and measurable. No income is recognized where there is no financial cost borne by a third party.

(d) Resources expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. That includes any VAT that cannot be recovered. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of resources.

(e) Cash flow

The financial statements do not include a cash flow statement because, as a small reporting entity, the charity is exempt from the requirement to prepare such a statement under the Financial Reporting Standard for Smaller Entities.

(f) Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Office Equipment - 25% over four years

	Unrestricted Funds 2005 £	Unrestricted Funds 2004 £
2. Donations, legacies and similar incoming resources		
Donations received gross of cost of distributing payroll and pension-giving costs	94,784	90,555
Legacies	52,843	-
Government uplift for pension payroll giving	-	3,313
Card Aid	-	1,309
Gift Aid	527	555
Donations received via RNLI	14,580	12,788
	162,734	108,520
3. Staff and equipment sponsorship		
Salaries	18,377	6,764
Employer's National Insurance contributions	1,198	409
Miscellaneous support costs	1,114	-
Cost of computer and associated software (50%)	752	-
	21,441	7,173
<p>A government department meets the part time salaries and associated costs of a member of The Lifeboat Fund's staff. In 2005, it also paid 50 per cent of the cost of a new computer and associated furniture and software costs. The honorary independent examiners donate their services free.</p>		
4. Fundraising and publicity		
Cost of appeal to retired civil servants	55,021	-
Cost of distributing payroll and pension-giving donations	3,110	3,638
Printing and distribution of appeal leaflets	1,236	-
	59,367	3,638
5. Direct charitable payments		
Donations passed to the RNLI	37,500	162,500
Donations received direct by the RNLI	67,423	12,788
	104,923	175,288
6. Management and administration		
Miscellaneous	972	197
Printing and distribution of annual report	393	-
Donated services	21,441	7,173
Depreciation	156	-
	22,962	7,370

7. Tangible fixed assets

	Office equipment £
Cost	
At 1 January 2005	-
Additions	<u>626</u>
Depreciation	
At 1 January 2004	-
Charge for the year	<u>156</u>
At 31 December 2005	<u>156</u>
Net Book Value:	
At 31 December 2005	<u>470</u>
At 31 December 2004	<u>-</u>

8. Creditors and accruals**Amounts falling due within one year**

	2005 £	2004 £
Trade creditors	<u>14</u>	<u>14</u>

9. Trustees' expenses

During the year, one trustee was reimbursed £917 (2004: £195) for sundry expenses.

SUMMARY OF CONTRIBUTIONS TO THE FUND
Recorded during the year ended 31 December 2005

	£
DEFRA	822.60
Ministry of Defence	1,872.00
DfT/ODPM	50.00
GCHQ	856.90
Home Office	32.00
HM Revenue & Customs	3,557.25
HM Land Registry	121.97
National Archives	42.20
National Audit Office	283.00
NORTHERN IRELAND	
DHSSPS	17.00
NI Assembly	21.00
NI Department of Finance and Personnel	418.91
NI Office	96.81
NI Social Security Agency	585.34
Department for Regional Development	2,771.00
Department for Social Development	152.48
Department for Employment and Learning	75.19
DETI	532.77
PAYROLL GIVING (including £13,723.09 from BT)	14,191.69
PENSION PAYROLL GIVING (Civil Servants and Royal Mail)	73,226.29
LEGACIES (in memory of Miss McGeachie)	52,843.44
TAX RECLAIM ON GIFT AID DONATIONS	527.35
Award from Charities Aid Foundation	5,000.00
OTHERS	1,241.00
TOTAL	159,358.19

**THE LIFEBOAT FUND ANNUAL GENERAL MEETING - MINUTES OF THE MEETING
HELD ON 6 APRIL 2006**

Deputy Chairman	Sir David Rowlands KCB	DfT
Members	Mr Tom Grant Mrs Diana Allpress Mr Ivor Keates Mr David Kellett Mr John Jarvis Ms Tracey Orchard Ms Jay Mandalia Ms Elaine Swinerd	Honorary Treasurer Honorary Secretary GCHQ NAO CSPA HMRC HMRC MOD
In Attendance	Mr Stuart Willson Mr Clinton Shaw Mr Tony Barker Mr John Amos Mr Gordon Jones	RNLI Previous Inland Revenue Representative Previous Treasurer Rep. Civil Service Pensioners' Alliance Reeves and Neylan

Item 1: Chairman's Opening Address

1. The Deputy Chairman welcomed everyone to the meeting on behalf of the Chairman, who was unable to attend. Apologies were received from Sir Kevin Tebbit, Sir John Bourn, Mrs Pat Shahin, Ms Nicola Bowen Rees, Mrs Rosina Robinson, Dame Valerie Strachan and Mrs Lynda Jones.

Item 2: Treasurer's Report

1. The Hon. Treasurer presented the 2005 Trustees' Report and Accounts to the meeting. The Fund raised £159,000 in 2005, compared with £105,000 in 2004. The main reason for this increase was that legacy income was up by £53,000 compared with 2004 when the Fund received no legacies. Other minor factors were: payroll giving was up by £2,300 (mainly BT's contribution); pension payroll giving was down by £6,000 as is the natural way of this source of contributions; the traditional appeal was up by £4,200 due, essentially, to the efforts of three departments, MOD, HM Revenue and Customs and Department for Regional Development and the £5,000 award received from Charities Aid Foundation for the Fund's online Report and Accounts. The Hon. Treasurer expected the Fund to be able to fulfil the planned lifeboat programme.

2. The Hon. Treasurer provided an update on the mailshot to 100,000 retired civil servants. It appeared that the Fund's income would be increased by about £600 per month or some £7,000 per year. If this proves to be the case, the Fund should recoup the initial costs of the mailshot, although it could take some time.

3. The Hon. Treasurer informed the meeting that the independent examiners Reeves and Neylan (who have supported the Fund for 60 years) now wished to start charging for its service. Gordon Jones explained the reasons for this change in Reeves and Neylan's policy. The Deputy Chairman asked the Hon. Treasurer and Gordon Jones to continue working together to resolve this issue and to report back at the next Executive Committee meeting.

Action: Hon. Treasurer/Gordon Jones

2. The Council approved the 2005 Trustees Report.

Item 3: Secretary's Report

3. The Hon. Secretary gave details to the meeting of the Fund's lifeboats. In 2005, the boats had been launched 130 times, 7 lives had been saved and 37 people had been given assistance.

4. The naming ceremony for Hunstanton Flyer (the Fund's 45th lifeboat) was held on 21 May 2005 in Hunstanton and Sir David Rowlands, Deputy Chairman, performed the ceremonials. Hunstanton Flyer is one of the RNLI's new search and rescue hovercraft which operate in estuaries and inshore where the terrain, as in the Wash, presents problems for the more traditional craft.

5. The naming ceremony for Guardian Angel (the Fund's 46th lifeboat) was held on 26 October 2005 at the RNLI Inshore Lifeboat Centre, Cowes. The Hon. Secretary performed the ceremonials. Guardian Angel will serve in the RNLI's relief fleet. It will be used throughout the country to provide emergency cover for lifeboats undergoing refit or repair.

6. The naming ceremony for the Angel of Holyhead (the Fund's 47th lifeboat) will be held on Saturday 22 April 2006 at 1400hrs in Holyhead, North Wales. The Hon. Secretary will be performing the ceremonials.

7. The Lifeboat Fund entered its 2005 Financial Accounts and Annual Report into the Charities Aid Foundation (CAF) Charities' Online Accounts Awards 2005. These awards recognize excellence in technical compliance, presentation, design and clarity of charities' online reports, financial accounts and websites. The Lifeboat Fund won first prize in its category (income between £100,000 and £500,000) and was presented with a cheque for £5,000. The judges praised the Fund for its clear and concise website.

8. In October 2005, at a cost of £55,000, The Lifeboat Fund wrote to 100,000 civil servants who had retired since 1987 inviting them to donate to the Fund via pension payroll giving. This is seen as a necessary investment to sustain the pension/payroll giving and legacies which are likely to remain a major source of income for the Fund. The total number of retired civil servants who have signed up will become clear in the course of 2006.

9. John Jarvis was concerned that some eligible retired civil servants had not received the mailshot. The Civil Service Pensioners' Alliance would be conducting a survey of its members to investigate whether all those eligible had received the mailshot.

Action: John Jarvis

10. The Hon. Secretary announced that the 2006 Appeal will be launched in late spring. The campaign material will be available in both hard copy and electronic format. As for 2005, there will be two appeals for 2006. The appeal for Northern Ireland will raise money for Crew Training in Northern Ireland and the appeal for the rest of the UK will raise money for the Fund's programme of lifeboats up to 2008. The Hon. Secretary encouraged all department representatives to ensure the 2006 Appeal is advertised as widely as possible.

11. 2006 will be the 140th anniversary of The Lifeboat Fund and this important milestone will be used to help raise the profile of the Fund throughout departments. The Hon. Secretary announced that a competition will be held which will be linked to the 2006 appeal. The prize will be an overnight stay at the hotel at the RNLI training college, Poole together with a tour of the impressive training facilities. The Hon. Secretary would aim to publicize the 2006 appeal and the competition in in-house magazines and on intranets.

12. Gift Aid is still a good source of revenue but the Fund reclaimed £500 of tax last year compared to £700 in 2003. Donors need to provide a home address if the Fund is to reclaim the tax. The Hon. Secretary encouraged supporters to fill in the declaration on the appeal sheets or download the form from the website.

13. Marathons are a great way to get fit and raise money for a good cause. Anyone who would like to raise money for The Lifeboat Fund should contact the Hon. Secretary, who will be happy to help with fundraising.

14. Card Aid can supply organisations with a corporate Christmas card and one third of the price of the card is donated to the Fund.

15. Payroll Giving and Pension Payroll Giving are valuable sources of income for the Fund and the Hon. Secretary asked department representatives to encourage these methods of support where possible.

2. The Lifeboat Fund website was completely revamped in time for the 2005 Appeal. The updated website has a more colourful layout and punchier text. The Hon. Secretary announced her plans to provide an online donation page in time for the 2006 Appeal.

Item 4: Election or Re-election of Officers

16. The following Officers were re-elected:

Sir Kevin Tebbit KCB CMG	Chairman
Sir David Rowlands KCB	Deputy Chairman
Sir John Bourn KCB	Deputy Chairman
Mrs Diana Allpress	Honorary Secretary
Mr Tom Grant	Honorary Treasurer

Item 5: Election or Re-election of Members of the Executive Committee

17. The following Members were elected:

Mr Ivor Keates	GCHQ
Ms Nicola Bowen Rees	Home Office
Mr David Kellett	NAO

18. The following Members were re-elected:

Mr John Jarvis	Representing Civil Service Pensioners
Ms Tracey Orchard	HMRC
Mrs Rosina Robinson	Serving in a personal capacity
Ms Pat Shahin	HMRC
Ms Clare Wardle	Royal Mail

19. The Deputy Chairman thanked the Executive Committee for their service over the past year.

Item 6: Chairman's Closing Address

20. Before having a tour of Lifeboat Pier, the Deputy Chairman thanked everyone present and all the many people who have worked so hard to raise money for the Fund. He thanked the Executive Committee for their work over the past year. He extended thanks to everyone, both serving and retired, for their generous contributions which enable the Fund to continue to support the work of the RNLI. Finally, the Deputy Chairman wished everyone good luck for the 2006 Appeal.

Item 7: Any Other Business

21. No issues were raised against this item.

Item 8: Tour of Lifeboat Pier

22. The Council was given a tour of the impressive facilities of Lifeboat Pier, including a demonstration of Public Servant, the lifeboat provided by the Fund and now stationed at Lifeboat Pier.