



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st April 2021 to 31st March 2022

Charity name: Burton Community Association

Charity registration number: 1171730

Objectives and Activities

| | SORP reference | |
|--|--------------------|---|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | To promote the benefit of the inhabitants of the area without distinction of sex, sexual orientation, age, disability, nationality, race or of political, religious or other opinions, by associating together the said inhabitants and such statutory authorities, voluntary and other organisations as appropriate in a common effort to provide facilities in the interest of health and social welfare for recreation with the objective of improving the conditions of life for the said inhabitants |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | <p>The Association remains focussed upon three main objectives and activities that have been undertaken for the public benefit.</p> <p>1. Establishment of a children's play area: The association has negotiated the lease of a small piece of land within the village, cleared the area, erected appropriate fencing and gates, and turfed the area. Play equipment has been installed and maintained. Parents and children of the village have made significant use of the play area and this is of huge benefit to a village without any other source of amenity.</p> <p>2. To preserve and protect health: The association has worked in partnership with the British Heart Foundation and has purchased and installed a 'public access defibrillator' within the village. Appropriate training in CPR & Defibrillator use has been provided to a large number of residents on</p> |

| | | |
|--|-----------|--|
| | | <p>a voluntary basis. The equipment has been used on several occasions to assist with providing first aid prior to attendance of emergency services. The equipment is registered with The National Defibrillator Network 'The Circuit' reporting monthly and is available for use by members of the public.</p> <p>3. To promote an improved liaison with Police: A trustee of the association has registered the village with the National Neighbourhood Watch Scheme and has improved links with our local Police. The association has worked in partnership with the local Police to provide a community speed watch (CSW) group to help reduce traffic speed and minimise harm of injury to its residents. The CSW group deploys the speed detection equipment, reporting results directly to the Police for any necessary action.</p> |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | The trustees have ensured a consistent approach to its activities and undertaken them in accordance with Charity Commission guidance documents PB1, PB2 and PB3. |

Additional information (optional)

You may choose to include further statements where relevant about:

| | SORP reference | |
|--|----------------|--------------|
| Policy on grant making | Para 1.38 | Not included |
| Policy on social investment including program related investment | Para 1.38 | Not included |
| Contribution made by volunteers | Para 1.38 | Not included |
| Other | | None |

Achievements and Performance

| | SORP reference | |
|---|----------------|---|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20 | <p>The activities of the charity were largely affected by the restriction imposed by the Government during the COVID 19 pandemic which ended fully on the 24th Feb 2022.</p> <p>Throughout the COVID restrictions the Association continued to coordinate a system within the community to ensure any of the more vulnerable residents had the support of a volunteer to help with tasks such as grocery shopping, collection of medicines and supplies, thereby minimising exposure risks to those persons.</p> <p>The Association provides a well-equipped open space for children to visit for recreational purposes. This has been the fifth year of operation and indications are the area is well used on a daily basis and complements the increased numbers of younger families who have become residents of the village and surrounding parish. The site and equipment are maintained, safety inspected (by a contractor) and insured by the BCA. The charity has also painted the perimeter fence to improve weatherproofing</p> <p>The Association has provided appropriate CPR & defibrillator training for a number of residents, although some have departed the village, our current numbers are 25. The charity also to provide refresher training for current volunteers and to seek additional volunteers to undergo training. The charity also plans to introduce bespoke training for children by providing skills in appropriate areas of first aid response. The status of the equipment is reported monthly to the new national register 'The Circuit' to confirm serviceability and readiness for any medical emergency. The equipment has not been used during the past year to assist with any related emergencies</p> <p>The Association currently has 7 trained Community Speed Watch (CSW) volunteers. Since the lifting of specific COVID restrictions the team did deploy the equipment for 32 sessions and reported 174 vehicles for exceeding the speed threshold</p> |

| | | |
|--|--|--|
| | | The Association continues to use a group of volunteers to form the Village Appearance Group which has taken the lead to encourage the community to improve the overall appearance of the village and seek to improve overall wellbeing through its actions. Last year (2021) the village also held an 'Open Gardens' event which proved very popular and encouraged a greater opportunity to meet other residents. |
|--|--|--|

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|--|-----------|--------------|
| Achievements against objectives set | Para 1.41 | Not included |
| Performance of fundraising activities against objectives set | Para 1.41 | Not included |
| Investment performance against objectives | Para 1.41 | Not included |
| Other | | None |

Financial Review

| | | |
|--|-----------|---|
| Review of the charity's financial position at the end of the period | Para 1.21 | The current financial reserves are considered to be sufficient to meet the requirements as defined within the association financial reserves policy The reserves have increased slightly due to reduced activity by the charity during COVID |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | The Association continues to operate with a very limited source of funding and expenditure. |

| | | |
|--|-----------|---|
| | | <p>The limited income, primarily from lottery club membership subscription and ad hoc donations remains the primary source of money to achieve the current objectives.</p> <p>The children's play area equipment has a substantial manufacturer's warranty for major component parts, although trustees have a duty to ensure funding is made available for the common operating costs such as: liability and possessions insurance, costs for maintenance and inspections of play equipment and area, consumables for the defibrillator and administration costs.</p> <p>The trustees have:</p> <ul style="list-style-type: none"> Decided to hold limited financial reserves of £1,500 Reserves will be required to cover fluctuations in payments; meeting specific future needs, to take action if income falls below expectations, and have a contingency for potential risks. |
| Amount of reserves held | Para 1.22 | £3,797.78p |
| Reasons for holding zero reserves | Para 1.22 | Not applicable |
| Details of fund materially in deficit | Para 1.24 | None |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | None |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|---------------------|
| The charity's principal sources of funds (including any fundraising) | Para 1.47 | Not included |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | Not included |
| | Para 1.46 | No risks identified |

| | | |
|---|--|------|
| A description of the principal risks facing the charity | | |
| Other | | None |

Structure, Governance and Management

| | | |
|--|-----------|--|
| Description of charity's trusts: | | |
| Type of governing document (trust deed, royal charter) | Para 1.25 | Association Constitution published on 15 th February 2017 |
| How is the charity constituted? (e.g., unincorporated association, CIO) | Para 1.25 | CIO |
| Trustee selection methods including details of any constitutional provisions e.g., election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | Trustees are elected by members of the association at the Annual General meeting (In accordance with paras 12, 13 & 14 of the constitution) |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|--|
| Policies and procedures adopted for the induction and training of trustees | Para 1.51 | Not included |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | The trustees have delegated certain responsibilities to committees/groups for the management of certain association activities, in accordance with 'terms of reference' policy document. The committees/groups formed for the reported year are: <ul style="list-style-type: none"> • General committee to include CSW • Village Appearance Group |
| Relationship with any related parties | Para 1.51 | Not included |
| Other | | None |

Reference and Administrative details

| | |
|-----------------------------|--|
| Charity name | Burton Community Association |
| Other name the charity uses | Not applicable |
| Registered charity number | 1171730 |
| Charity's principal address | Church Cottage, Burton, Wiltshire SN14 7LS |

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|---------------------|-----------------|-----------------------------------|---|
| 1 | Paula Coyle | Chair | | |
| 2 | Cynthia Walsh | Treasurer | | |
| 3 | Christopher Bennett | Secretary | | |
| 4 | James Pearse | | | |
| 5 | George Hockin | | 13/10/21 – 31/03/22 | |
| 6 | Trystan Hitchens | | 14/09/21 – 31/03/22 | |
| 7 | Lydia Thornton | | 14/09/21 – 31/03/22 | |
| 8 | | | | |
| 9 | | | | |
| 10 | | | | |
| 11 | | | | |
| 12 | | | | |
| 13 | | | | |
| 14 | | | | |
| 15 | | | | |
| 16 | | | | |
| 17 | | | | |
| 18 | | | | |
| 19 | | | | |
| 20 | | | | |

Corporate trustees – names of the directors at the date the report was approved

| Director name | | |
|----------------|--|--|
| Not applicable | | |
| | | |
| | | |
| | | |
| | | |
| | | |

Name of trustees holding title to property belonging to the charity

| Trustee name | Dates acted if not for whole year | |
|----------------|-----------------------------------|--|
| Not applicable | | |
| | | |
| | | |
| | | |

Funds held as custodian trustees on behalf of others

| | |
|---|----------------|
| Description of the assets held in this capacity | Not applicable |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | Not applicable |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets | Not applicable |

Additional information (optional)

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
|-----------------|------|---------|

| | | |
|-----|--|--|
| n/a | | |
| | | |
| | | |
| | | |

Name of chief executive or names of senior staff members (Optional information)

| |
|-----|
| n/a |
|-----|

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Not applicable

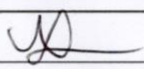
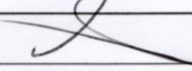
Other optional information

None

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

| | | |
|-------------------------------------|---|--|
| Signature(s) |  |  |
| Full name(s) | PAULA COYCE | CHRISTOPHER BELDEN |
| Position (eg Secretary, Chair, etc) | CHAIR | SECRETARY |

Date 21st Sept 2022



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

**Independent examiner's
report on the accounts**

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Burton Community Association

**On accounts for the year
ended**

31 March 2022

**Charity no
(if any)**

1171730

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

**Responsibilities and
basis of report**

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

2 September 2022

Name:

John Tyler

**Relevant professional
qualification(s) or body
(if any):**

Address:

31A Cam Green,

Cam, Dursley

Gloucestershire GL11 5HL

Section B**Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Burton Community Association

No (if any)
1171730

Receipts and payments accounts

CC16a

For the period
from

Period start date
01/04/2021

To

Period end date
31/03/2022

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last year to the nearest £ |
|---|--|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| A1 Receipts | | | | | |
| Donations | 23 | - | - | 23 | 365 |
| Pizza commission | - | - | - | - | 39 |
| HMRC Gift Aid repayment | 91 | - | - | 91 | 30 |
| 100 Club Lottery | 3,165 | - | - | 3,165 | 3,105 |
| Christmas Party | 660 | - | - | 660 | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total (Gross income for AR) | 3,939 | - | - | 3,939 | 3,539 |
| A2 Asset and investment sales, (see table). | | | | | |
| None | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 3,939 | - | - | 3,939 | 3,539 |
| A3 Payments | | | | | |
| Defibrillator pads | - | 46 | - | 46 | - |
| Play area kite sign | - | - | - | - | 36 |
| Play area transfer legal fees | - | 447 | - | 447 | 660 |
| Play area annual inspection | 156 | - | - | 156 | 150 |
| Insurance | 383 | - | - | 383 | 380 |
| 100 Club Lottery licence | 20 | - | - | 20 | 20 |
| 100 Club Lottery prizes | 1,320 | - | - | 1,320 | 1,410 |
| Christmas Dinner | 600 | - | - | 600 | - |
| Play Area Fence Paint | 77 | - | - | 77 | - |
| BBQ Meat | 232 | - | - | 232 | - |
| Lawnmower Service | 130 | - | - | 130 | - |
| HSBC Bank Charges | 17 | - | - | 17 | - |
| | - | - | - | - | - |
| Defibrillator battery | - | - | - | - | 150 |
| Sub total | 2,936 | 493 | - | 3,429 | 2,806 |
| A4 Asset and investment purchases, (see table) | | | | | |
| Lawn Mower | - | - | - | - | 620 |
| Power Washer | - | 95 | - | 95 | - |
| Sub total | - | 95 | - | 95 | 620 |
| Total payments | 2,936 | 588 | - | 3,524 | 3,426 |
| Net of receipts/(payments) | 1,003 | - 588 | - | 415 | 113 |
| A5 Transfers between funds | - 300 | 300 | - | - | - |
| A6 Cash funds last year end | 3,094 | 3,009 | - | 6,103 | 5,990 |
| Cash funds this year end | 3,797 | 2,721 | - | 6,518 | 6,103 |

Section B Statement of assets and liabilities at the end of the period

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|-----------------------|--------------|------------------------------------|----------------------------------|---------------------------------|
| B1 Cash funds | | | | |
| | HSBC account | 3,797 | 2,721 | - |
| CCXX R1 accounts (SS) | 1 | - | - | 27/08/2022 - |

| | | | |
|-------------------------|--------------|--------------|----------|
| | - | - | - |
| Total cash funds | 3,797 | 2,721 | - |

(agree balances with receipts and payments account(s))

| Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|------------------------------------|----------------------------------|---------------------------------|
|------------------------------------|----------------------------------|---------------------------------|

B2 Other monetary assets

| Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---------|------------------------------------|----------------------------------|---------------------------------|
| | - | - | - |
| | - | - | - |
| | - | - | - |
| | - | - | - |
| | - | - | - |
| | - | - | - |

2,721

B3 Investment assets

| Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|---------|-----------------------------|-----------------|--------------------------|
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |
| | | - | - |

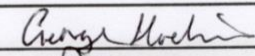
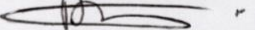
B4 Assets retained for the charity's own use

| Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|-----------------------|-----------------------------|-----------------|--------------------------|
| Lawnmowers | Village Appearance | 920 | 624 |
| Defibrillator | Defibrillator | 1,400 | 623 |
| Strimmers | Village Appearance | 185 | 54 |
| Power Washer | Village Appearance | 95 | 76 |
| Bench Seat (Triangle) | Village Appearance | 540 | 429 |
| Road signs & cones | Village Appearance | 132 | 103 |
| Play Area equipment | Play Area | 23,000 | 17,474 |
| Play Area benches | Play Area | 1,080 | 804 |
| Gazebo | General | 200 | 38 |

B5 Liabilities

| Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
|---------|---------------------------------|-----------------------|---------------------|
| | | | |
| | | - | |
| | | - | |
| | | - | |

Signed by one or two trustees on behalf of all the trustees

| Signature | Print Name | Date of approval |
|---|----------------|------------------|
|  | George Hochman | 20.09.22 |
|  | James Pearce | 20.09.22 |