

Registration Number 8961426

Birch Hall Adventures

(A Company Limited by Guarantee)

Financial Statements

For the Period to Year End 31st March 2022

Contents

Report of the Trustees	3
Company Details.....	3
Trustees.....	3
Company Secretary	3
Address (Registered Office).....	3
Bankers.....	3
Independent Examiner	3
Objects of the Charity.....	4
Ensuring our work delivers it aims.....	4
Achievements and Performance	4
Context.....	4
Overview of the year	4
Staff Team	5
Booking Analysis.....	5
Income	5
Financial planning.....	6
Plans for the Future Period	6
Public Benefit	6
Structure, Governance and Management Report of The Trustees	6
Governing Document	6
Risk Management.....	6
Organisation.....	6
Financial Results	6
Resources	6
Restricted Funds.....	7
Statement of Trustees' Responsibilities	7
Independent Examiner's report to the charity trustees of Birch Hall Adventures	8
Respective responsibilities of charity trustees and examiner.....	8
Basis of independent examiner's report	8
Independent examiner's statement	8
Statement of Financial Activities	9
Balance Sheet.....	10
Notes to financial statements	11
Accounting Policies.....	11
Fixed Assets	11
Movement in Restricted funds.....	11

Report of the Trustees

The trustees, who are also the directors of the company for the purposes of the Companies Act 2006, present their report with the consolidated financial statements for the year ending 31 March 2022. The trustees have adopted the provisions of the Statement of Recommended Practices (SORP) 'Accounting and Reporting by Charities'.

Company Details

Birch Hall Adventures
(A Company Limited by Guarantee)
Company Registration Number 8961426
Charity Registration Number 1160251
For the Period to Year End 31st March 2022

Trustees

Revd Mark Holdaway (Chairman)
Dr Alasdair MacKenzie
Mr Guy Main
Mr Richard Myers
Mr Nicholas Singleton
Revd Andrew Winter

Company Secretary

Mr Jordan Alex Phillips

Address (Registered Office)

Birch Hall Adventures
Birch Hall
Kirby-le-soken
Frinton-on-sea
Essex
CO13 0EL
UK

Bankers

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Independent Examiner

Ms Emma Baker ACA
The Cottage
Ickleton Road
Elmdon
Essex CB11 4LT

Objects of the Charity

1. to advance the Christian faith in accordance with the statement of beliefs appearing in the schedule hereto in the United Kingdom or elsewhere as the trustees may from time to time think fit.
2. to advance education, including in the areas of outdoor pursuits, environmental studies, sport, music, arts and crafts, by such means as the trustees may consider appropriate in the United Kingdom or elsewhere as the trustees may from time to time think fit.
3. to provide facilities for recreation, sport or other leisure time occupation in the interest of social welfare for persons who have need of such facilities by reason of their youth, age, infirmity or disablement, poverty or social and economic circumstances with the object of improving the conditions of life for such persons in the United Kingdom or elsewhere as the trustees may from time-to-time think fit.

Ensuring our work delivers its aims

We review our aims, objectives and activities each year. The review looks at what we achieved and the outcomes of our work in the previous 12 months. This on-going process reviews our key strategies for the charity, the benefits it has brought to the groups, individuals, local community and people we work with. The review also helps to ensure our aims, objectives and activities remain focused on our stated purpose.

Achievements and Performance

Context

Birch Hall Adventures occupies the site of a former dairy at Birch Hall Farm. The farm covers 400 acres comprising arable land, wooded areas and coastal saltmarshes. The centre benefits from the generosity of the farmer in being able to access the farm and sea for activities in and around the centre.

Visitors come from school groups both local to the centre and further afield; one group travels from Surrey for a residential trip. Many local groups, such as scouts, guides, church youth groups and other organisations also make use of the centre. Many groups visit for the day, but some stay longer either in our bunkhouse or their own tents or hiring tents belonging to the centre. The emphasis of the centre is to encourage young people to grow through enjoyment of the outdoors as well as learning about themselves and abilities through teamwork and challenge. The Christian message underpins the work of the centre with Christian staff supporting visitors and participants and where appropriate getting visitors to consider life's deeper questions.

Overview of the year

Whilst this year has been challenging for so many other outdoor centres, our experience has been quite a positive one. The pandemic has meant that some schools have cancelled their residential, others have been nervous to operate too far from home. Families have sought to holiday in this country and many have chosen to camp. As a result of some of these changes, Birch Hall Adventures presented itself as a perfect venue & location. Many local schools, some of which have not used us previously, decided to use our centre for their Year 6 residentials enabling them to have choice about what they could do with the restrictions that they were under. Many opted for long days (and no overnight stays), some enjoyed the fact that they didn't need to take long coach journeys to the other side of the country, whilst others enjoyed being able to offer their children the option of staying over. Camping groups were very pleased to be able to return and we saw a rise in the number of churches that were wanting time away after not being able to meet for so long. One church who sought us out, is from the East end of London.

On behalf of Active Essex, we ran two 4-day Easter Camps, for low-income families as part of their Activate Programme. In the summer, we ran three adventure camps; 2 multi activity and one shorter one which had a sailing focus. These were again a huge success with over 100 children attending.

We have continued to run our Home Educators programme, providing families with an opportunity to learn different topics and completing their time with us doing an activity. December saw the return of our Christmas family trail. This was a great success, given the different pandemic restrictions, as it allowed families to meet, in the outdoors, at a significant time of the year.

This year we have put the finishing touches to bunkhouse so that it is now a useable space. The bunkhouse accommodates up to 45 people in bedrooms with triple bunkbeds. The doors have been painted and the carpet tiles laid. In addition, work has begun on our accessible toilet/shower facility. Work continues! The larger of the two kitchens has had some attention. The room has been painted throughout and lino replaced. It is now a useable, functional space and was recently awarded a 5* rating for its food hygiene. Our onsite caravan has had a good tidy/clean and made a more inviting space. We hope that for this season at least, it will be a space for the seasonal instructors to retreat to during their working day.

Due to the closure of another outdoor centre, we were able to receive 12 kayaks and 2 orange rigiflex boats and engines; this will enable us to develop our water-sport's offering.

Birch Hall Adventures is nestled on the Birch Hall Farm. It is with great sadness that we write that Bridgette Fleming, the farm owner has passed away in March 2022. Her support of Birch Hall Adventures has been instrumental in the establishment of the centre and she will be missed. The family are dealing with the division of the estate which may have future implications for Birch Hall Adventures.

Staff Team

The Centre is managed by the Centre Director, Alex Phillips, who is supported by a part-time administrator, Naomi Lower. During this year we appointed a part time Senior Instructor, Sam Puttick who has skills in outdoor instruction as well as carpentry/ facilities management. We have had a group of volunteers help us with some of our activities and several part time seasonal staff members on instruction. These have included Abby & Boo Phillips, Chris Smith and Erin Robinson. We are always so grateful for their hard work.

Booking Analysis

	2021-22	2020-21	2019-20	2018-19	2017-18	2016-17	2015-16
Number Groups	171	15	94	147	143	105	65
Number Participants	5648	495	4430	4364	3141	2386	999
Number Adults	527	361	585	658	647	466	153
Total Visits	6175	856	5015	5022	3788	2852	1152

Income

Most of the centre income (64%) comes from visiting groups with 36% coming from donations and government support. After a very uncertain year in 2020 with Covid determining the level of activity of the centre it was very encouraging to come back so strongly. This in part was due to the increase in local schools who were not able to travel to other centres or had had other bookings cancelled. In addition, many of these schools who have now 'discovered' Birch Hall have already booked to return in 2022 also deciding to opt for a residential stay. The centre is particularly thankful to those donors that make regular contributions and those who have supported the events run throughout the year.

Financial planning

The trustees recognise the need for careful stewardship of limited funds but also the need to invest in a growing business. The financial health of the charity is reviewed on a regular basis and spending plans reflect the income available.

Plans for the Future Period

- Installation of fire safety systems booked in for April 2022 and heating.
- Ongoing decoration work will continue in the changing room, other centre buildings and the climbing barn.
- The high ropes course needs some further remedial work to satisfy current safety standards and is currently out of use.

Public Benefit

The Centre is open to all people of all ages and benefits individuals, groups, staff volunteers and the local community in a wide range of ways. These include:

- Life skills
- Transferable employability skills
- Education – through school residentials, adventure activities, through Royal Yachting Association, and leadership & development training.
- Community links – with local primary schools, youth groups, sailing clubs and churches.
- Engagement with and work with the local wildlife reserves.
- Promotion & development of physical wellbeing.

Structure, Governance and Management Report of The Trustees

Governing Document

The Company was formed on 26 March 2014. The directors of the company are also charity trustees for the purpose of charity law and under the company's Articles are known as members. All members of the trustee board give their time voluntarily and receive no benefit from the charity. There have been no changes to the trustee board this year. Every effort is made to ensure that we have a broad range of skills on the board, with training and support where appropriate. Members of the board volunteer and support the centre throughout the year in various forms.

Risk Management

A structured matrix of potential risks (Governance, Financial, External and Compliance) is in place, and regular review is maintained. The trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that necessary steps can be taken to reduce those risks as necessary.

Organisation

The Directors/Trustees determine the general policy of the charity. The day-to-day management of the Centre is delegated to the staff team members led by the Centre Director. The Centre has a team of experienced instructors who deliver the various activity and residential programmes.

Financial Results

The results for the year to 31 March 2022 are set out on pages 9 to 11.

Resources

As stated, the funds are split between those held for restricted purposes and those available for the day-to-day requirements of the Centre.

Restricted Funds

Funds raised for specific purposes are disclosed in the notes and show balances held towards future expenditure. The Centre's assets are sufficient to meet its current obligations. Additional, fund-raising efforts are being made to support the core costs of the centre as well as towards the funding of future projects.

Statement of Trustees' Responsibilities

Company law requires the directors/trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing those accounts the trustees are required to:

1. Select suitable accounting policies and then apply them consistently;
2. Make judgements and estimates that are reasonable and prudent;
3. Prepare the Accounts on the going concern basis unless it is inappropriate to assume that the company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

This report and the accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime in accordance with the Companies Act 2006.

Approved by the board on 27/9/2022 and signed on its behalf by:

Revd Mark Holdaway

Chairman

Independent Examiner's report to the charity trustees of Birch Hall Adventures

I report on the accounts of the company for the year ended 31st March 2022, which are set out on pages 9 to 11.

Respective responsibilities of charity trustees and examiner

As the charity trustees (and also the directors of the company for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006. Having satisfied myself that the charity is not subject to audit under company law, and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 65 of the Charities Act
- follow the procedures laid down in the general Directions given by the Charity Commission for Northern Ireland under section 65(9)(b) of the Charities Act
- state whether particular matters have come to my attention.

Basis of independent examiner's report


I have examined your charity accounts as required under section 65 of the Charities Act and my examination was carried out in accordance with the general Directions given by the Charity Commission for Northern Ireland under section 65(9)(b) of the Charities Act. The examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts and seeking explanations from you as charity trustees concerning any such matters.

My role is to state whether any material matters have come to my attention giving me cause to believe:

- 1) That accounting records were not kept in accordance with section 386 of the Companies Act 2006
- 2) That the accounts do not accord with those accounting records
- 3) That the accounts do not comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Charities Statement of Recommended Practice CCNI ARR07 – supporting document 7 August 2016 applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland
- 4) That there is further information needed for a proper understanding of the accounts to be reached.

Independent examiner's statement

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and I have found no matters that require drawing to your attention.



31st JANUARY 2023

Name: Emma Baker

Relevant professional qualification if any: ACA

Address: The Cottage, Ickleton Road, Elmdon, Essex, CB11 4LT

Date: 31/1/2023

Statement of Financial Activities

For the year ending 31st March 2022

Accounts April 2021 - March 2022

Expenditure	21/22	20/21
Activity Costs	-£11,763	-£2,912
Centre Costs	-£5,246	-£3,070
Equipment	-£3,951	-£2,739
Instruction	-£12,053	-£277
Marketing	-£564	-£151
Office Costs	-£7,128	-£2,731
Salaries	-£50,547	-£30,559
Staff Costs	-£183	-£108
Training	-£1,477	-£776
Depreciation	-£8,672	£0
Total Expenditure	-£101,585	-£43,324

Income		
Group Income	£95,194	£17,928
Hire Income	£520	£0
Restricted Donation	£4,052	£21,349
Unrestricted Donation	£14,146	£44,357
Total Income	£113,911	£83,634

Net change	£12,326	£40,310
Opening Balance	£60,001	£20,695
Closing balance	£72,327	£61,005

Balance Sheet

As at 31st March 2022

	2022	2021
Fixed Assets	60001	50028
Current Assets	12326	10978
Pre-payment and accrued income	0	0
Creditors: amounts falling within one year	0	0
Net current Assets (liabilities)	12326	10978
 Total assets less current liabilities	 72327	 61005
 Creditors: amounts falling due after more than one year		
Provisions for liabilities		
 Accruals and deferred income		
 Total net assets	 72327	 61005
 Funds		
Unrestricted	70980	59685
Restricted	1347	1320
 Reserves	 72327	 61005

In approving these financial statements as directors of the company, we hereby confirm:

- i. that for the period in question the company was entitled to the exemption conferred by section 249a(1) of the Companies Act 1985,
- ii. that no notice has been deposited at the registered office of the company pursuant to section 249b(2) requesting that an audit be conducted for the year ended 31st March 2021,
- iii. that we acknowledge our responsibilities for:
 - a. ensuring that the company keeps accounting records which comply with section 221, and
 - b. preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial period and of its profit for the period then ended and which otherwise comply with the provisions of the Companies Act relating to accounts, so far as applicable to the company.
- iv. the directors have taken advantage of certain exemptions from disclosure conferred by Schedule 8, Companies Act 1985, on the grounds that the company is a small company as defined in that Act.

Notes to financial statements

Accounting Policies

Basis of Accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Companies Act 2005 and the Statement of Recommended Practice: Accounting and Reporting by Charities issued in March 2005.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Incoming resources

All income is recognised in the Statement of Financial Activities when the conditions for receipt are met and there is a reasonable assurance of receipt. It comprises donations, fees and charges excluding VAT. The following accounting policies are applied to income:

Fees and similar income

Fees receivable are accounted for in the period in which they are received.

Resources expended

Expenditure is accounted for on a payments and receipts basis. Expenditure is allocated to expense headings either directly or apportioned according to time spent.

Charitable Activities comprises all expenditure directly related to the objects of the centre.

The Centre is not registered for Value Added Tax.

Fixed Assets

Capital		2022		2021
As at 1st April		50028		15633
Additions	<i>bunkhouse/climbing barn/high ropes</i>	9973	<i>bunkhouse, boat engines, climbing wall, crash mats</i>	34395
As at 31st March		60001		50028

Movement in Restricted funds

Fund	Expenditure	Opening balance	Closing balance	Notes
Tesco	-525	1000	475	<i>nature area development final payment for climbing wall covid workspace partial repayment of grant</i>
Groundworks				
Sport England	-1250	1250	0	
TDC	-929	1801	872	
Duke of Edinburgh	-1367	1320	0	
Total		5371	1347	