



THE BURSCOUGH OUTREACH TRUST
ANNUAL REPORT & FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 DECEMBER 2020
CHARITY NO. 1089034

THE BURSCOUGH OUTREACH TRUST
ANNUAL REPORT
FOR THE YEAR ENDED 31 DECEMBER 2020

CONTENTS	PAGE
Legal & administrative information	1
Report of the trustees	2
Report of the Independent Examiner	5
Statement of financial activities	6
Balance sheet	7
Notes to the financial statements	8

THE BURSCOUGH OUTREACH TRUST

LEGAL & ADMINISTRATIVE INFORMATION

Trustees

Revd Canon David Banbury, Chair
Mrs Kerry A C Patton, Treasurer
Mr Mark F Aspinall, Secretary
Mr Ian Hawksby
Mrs Caroline McCaul (Retired 20/09/2020)
Mrs Diane Edwards (Appointed 20/09/2020)

Principal Office

253 Liverpool Road South
Burscough
Lancs
L40 7RE

Independent Examiner

Jennifer Becksmith, FCA, 219 Liverpool Road South, Burscough, Lancashire L40 7RE

Bankers

The Co-operative Bank, P.O. Box 250, Delf House, Southway, Skelmersdale WN8 6WT

THE BURSCOUGH OUTREACH TRUST

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 DECEMBER 2020

The trustees present their annual report and financial statements of the charity for the year ended 31 December 2020. The financial statements have been prepared in accordance with the accounting policies set out on page 8 and comply with the charity's trust deed, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16 July 2014.

The trustees also gave consideration to the Charity Commission's guidance on public benefit and, in particular the specific guidance concerned with the advancement of religion. Our constitution and objects as described below set out our mission to proclaim the Christian faith through the advancement of education amongst children and young people, and through supporting those in need, both in Burscough and in other countries around the world.

Constitution and objects

The Burscough Outreach Trust is constituted under a trust deed dated 6 September 2001 and is a registered charity number 1089034.

The objects of the charity are to advance the Christian faith in Burscough and other such parts of the UK or world as the trustees from time to time think fit, in any of the following ways:

- To advance education in accordance with the Christian faith amongst children and young people including those in schools, colleges and other educational establishments;
- To relieve persons who are in conditions of need or hardship or who are aged or sick, and to relieve the distress caused thereby;
- To promote and fulfil any such other charitable purposes in furtherance of the above objects as the trustees from time to time determine.

Appointment of Trustees

The body of trustees consists of 5 persons being 3 ex-officio trustees, namely the vicar and two of the church wardens of the ecclesiastical parish of St John the Baptist, Burscough; and 2 nominated trustees who shall hold office for 4 years.

Risk Assessment

The major risks to which the charity is exposed, as identified by the Trustees, have been reviewed and systems have been established to mitigate those risks.

Reserves Policy

As an employer, the trustees believe that it is important to have a reasonable and morally responsible policy to the holding of reserves. Our policy, therefore, is to always hold enough unrestricted reserves to cover our employee costs for at least 6 months.

At 31st December 2020, restricted reserves were held totalling £61,418 (2019: £30,805). These related to: Salaries (£5,751; Belarus projects (£7,944); support of young people on mission projects (£4,663); Hardship grants to families and young people (£24,267); Democratic Republic of Congo project (£18,136); and several other small restricted reserves (totalling £657). In addition, the trust held unrestricted reserves amounting to £50,521 (2019: £36,877).

THE BURSCOUGH OUTREACH TRUST

REPORT OF THE TRUSTEES (CONTINUED)

General review of the year

During the year the trust has received both restricted and unrestricted donations from individuals and other organisations. The trust is grateful to have received generous grants from St John the Baptist Church, Burscough, towards the payment of salaries, and future mission projects in Belarus. Total incoming resources amounted to £79,801.

During the year the trust supported three roles: a Youth & Young Adult's Ministry Co-ordinator; a Children & Families' Ministry Co-ordinator (who joined the team towards the end of the year); and a Pastoral Ministry & Social Action Co-ordinator. Through St John the Baptist Church, and working with many volunteers, they provide a wide range of activities for teenagers, children, families and older people in the local area and support in times of crisis and need. The trust was also able to fund training for some of the volunteers working with young people. As the restrictions due to the COVID-19 pandemic severely limited the ability of some staff to be able to fully carry out their roles, one member of staff was furloughed for part of the year.

Funding was also provided, using income from specific donations, to Oaks Church Plant in Skelmersdale. Again, due to the COVID-19 pandemic it was not possible for the church led project to take place in Belarus and therefore monies received for this have been held for a future project. Grants were also made to enable children and young people to take part in church/school activities. Total resources expended amounted to £35,544.

Statement of trustees' responsibilities

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any material departures that must be disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

THE BURSCOUGH OUTREACH TRUST

REPORT OF THE TRUSTEES (CONTINUED)

Throughout 2020, the charity took steps (in line with government advice) to help contain the outbreak of COVID-19. This included staff working from home and any activities undertaken to support children, young people and families moving online. The pandemic does not appear to have had a material impact upon the income of the trust, but the trustees are monitoring income and expenditure and, if it becomes necessary, will take measures to mitigate the impact of COVID-19 on the charity's free reserves.

Approved by the trustees on 15th August 2021 and signed on their behalf by:



Rev Canon David Banbury, Chair of Trustees

Independent examiner's report to the trustees of The Burscough Outreach Trust

I report to the trustees on my examination of the accounts of The Burscough Outreach Trust (the Trust) for the year ended 31 December 2020.

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 all 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 in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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



Jennifer Becksmith, FCA (ICAEW)
219 Liverpool Road South
Burscough, L40 7RE

16th August 2021

THE BURSCOUGH OUTREACH TRUST

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2020


	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2020 £	TOTAL FUNDS 2019 £
INCOMING RESOURCES					
<i>Incoming resources from donors</i>	3(a)	12,723	65,026	77,749	68,921
<i>Income from charitable trading</i>	3(b)	-	-	-	-
<i>Income from activities for generating funds</i>	3(c)	229	-	229	145
<i>Income from Investments</i>	3(d)	246	-	246	172
<i>Other Income</i>	3(e)	1,577	-	1,577	-
TOTAL INCOMING RESOURCES		14,775	65,026	79,801	69,238
RESOURCES EXPENDED					
<i>Fund raising & publicity</i>	4(a)	-	-	-	-
<i>Grants</i>	4(b)	-	2,539	2,539	9,215
<i>Activities directly relating to the work of the Trust</i>	4(c)	1,008	31,874	32,882	36,932
<i>Support costs</i>	4(d)	-	-	-	-
<i>Trust Management & Administration</i>	4(e)	123	-	123	172
TOTAL RESOURCES USED		1,131	34,413	35,544	46,319
NET INCOMING (OUTGOING) RESOURCES		13,644	30,613	44,257	22,919
GAINS AND LOSSES ON INVESTMENTS					
<i>- realised</i>		-	-	-	-
<i>- unrealised</i>		-	-	-	-
NET MOVEMENT IN FUNDS		13,644	30,613	44,257	22,919
BALANCES B/fwd at 1st JANUARY 2020		36,877	30,805	67,682	44,763
BALANCES C/fwd at 31st DECEMBER 2020		50,521	61,418	111,939	67,682

THE BURSCOUGH OUTREACH TRUST

BALANCE SHEET AS AT 31 DECEMBER 2020

	Note	2020 £	£	2019 £	£
FIXED ASSETS					
Tangible fixed assets			-		-
Investment assets			-		-
CURRENT ASSETS					
Stock		-		-	
Debtors & Prepayments	6	3,816		2,583	
Short term deposits	7	42,000		42,000	
Cash at bank and in hand	7	66,123		23,099	
		111,939		67,682	
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR					
	8	-		-	
NET CURRENT ASSETS					
		111,939		67,682	
NET ASSETS					
		111,939		67,682	
FUNDS					
	9				
Unrestricted		50,521		36,877	
Restricted		61,418		30,805	
		111,939		67,682	

Approved by the Trustees on 15th August 2021 and signed on behalf of the Trust by:



Rev Canon David Banbury
Chair of Trustees

THE BURSCOUGH OUTREACH TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

1. ACCOUNTING POLICIES

a) Basis of preparation and assessment of going concern

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and the Charities Act 2011.

The trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern. With respect to the next reporting period, the most significant area of uncertainty is the level of grants and donations that the Trust may be able to attract from other bodies.

b) Incoming Resources

Grants & donations are recognised when received by or on behalf of the Trust. Planned giving receivable under gift aid is recognised only when received and income tax recoverable on gift aid donations is recognised when the income is recognised.

Interest on investments is accounted for when receivable.

c) Resources Expended

Expenditure is included on an accruals basis.

d) Financial Instruments

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2. RELATED PARTY TRANSACTIONS AND TRUSTEES' EXPENSES AND REMUNERATION

The trustees all give freely their time and expertise without any form of remuneration or other benefit in cash or kind. Expenses paid to the trustees in the year totalled £0 (2019: £84).

Total income received from related parties in the reporting period amounted to £63,510 (2019: £36,394). Total income received from trustees and their connections was £19,519 (2019: £14,525). Total income received from St John the Baptist church, an organisation related by shared trustees, was £43,991 (2019: £21,869). Total payments made to St John the Baptist church were £689 (2019: £0).

The Burscough Outreach Trust regularly receives donations from the trustees and their connections. The donors did not attach any conditions to their gifts which would require the charity to significantly alter the nature of its existing activities.

THE BURSCOUGH OUTREACH TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

3. INCOMING RESOURCES

	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2020 £	TOTAL FUNDS 2019 £
3(a) <i>Incoming resources from donors</i>				
Planned Giving:				
Giving under Gift Aid	8,835	9,696	18,531	14,050
Income Tax recoverable on Gift Aid	2,208	2,424	4,632	3,512
Non Gift Aid giving	1,680	2,750	4,430	4,000
Ad Hoc Donations	-	11,928	11,928	490
Legacies	-	-	-	-
Grants from St John the Baptist, Burscough	-	37,778	37,778	21,869
Grants from other organisations	-	450	450	25,000
	12,723	65,026	77,749	68,921
3(b) <i>Income from charitable trading</i>	-	-	-	-
3(c) <i>Income from activities for generating funds</i>	229	-	229	145
3(d) <i>Income from Investments</i>				
Interest on cash deposits	246	-	246	172
3(e) <i>Other Income</i>				
HMRC Furlough grant	1,577	-	1,577	-
TOTAL INCOMING RESOURCES	14,775	65,026	79,801	69,238

4. RESOURCES EXPENDED

	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2020 £	TOTAL FUNDS 2019 £
4(a) <i>Fund raising & publicity</i>	-	-	-	-
4(b) <i>Grants</i>				
Overseas Projects	-	189	189	6,450
Mission Support Fund	-	-	-	300
UK Projects	-	250	250	83
Oaks Church Plant	-	1,500	1,500	2,125
Hardship	-	600	600	257
	-	2,539	2,539	9,215
4(c) <i>Activities directly relating to the work of the Trust</i>				
Staff Salaries	-	31,874	31,874	36,381
Staff & Volunteer's expenses	-	-	-	-
Training Costs	1,008	-	1,008	551
	1,008	31,874	32,882	36,932
4(d) <i>Support costs</i>	-	-	-	-
4(e) <i>Trust Management & Administration</i>	123	-	123	172
TOTAL RESOURCES EXPENDED	1,131	34,413	35,544	46,319

5. ANALYSIS OF STAFF COSTS

	2020 £	2019 £
Salaries and wages	31,425	35,951
Social security costs	-	-
Other pension costs	449	430
	31,874	36,381

The average number of employees during the year was 2.17 (1.38 FTE) (2019: 2.67 (1.95 FTE)). All employee time was involved in coordinating and supporting charitable activities.

THE BURSCOUGH OUTREACH TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

6. DEBTORS & PREPAYMENTS

	2020	2019
	£	£
Income Tax recoverable	3,774	2,553
Accrual of interest on deposit	42	30
	<u>3,816</u>	<u>2,583</u>

7. FINANCIAL INSTRUMENTS

	2020	2019
	£	£
Short term deposits	42,000	42,000
Cash at bank and in hand	66,123	23,099
	<u>108,123</u>	<u>65,099</u>

8. CREDITORS & ACCRUALS

	2020	2019
	£	£
Accruals	-	-
	<u>-</u>	<u>-</u>

9. FUNDS

Unrestricted funds comprise those funds which the trustees are free to use in accordance with the charitable objects.

Restricted funds are funds which have been given for particular purposes and projects.

The closing balance of Restricted Funds comprised the following:-

	2020	2019
	£	£
Fund re Salaries	5,751	-
Fund re Belarus	7,944	1,666
Fund re Pastoral Gifts	316	316
Fund re Fun Days/Games & Grub	341	41
Fund re Uganda Project	-	40
Fund re Mission Support	4,663	3,625
Fund re Foodbank	-	250
Fund re Hardship	24,267	24,867
Fund re Harvest (Congo) project	18,136	-
	<u>61,418</u>	<u>30,805</u>