

***THE BURSCOUGH OUTREACH TRUST***  
***ANNUAL REPORT & FINANCIAL STATEMENTS***  
***FOR THE YEAR ENDED***  
***31 DECEMBER 2023***  
***CHARITY NO. 1089034***

**THE BURSCOUGH OUTREACH TRUST**  
**ANNUAL REPORT**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

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# **THE BURSCOUGH OUTREACH TRUST**

## **LEGAL & ADMINISTRATIVE INFORMATION**

### **Trustees**

Revd Canon David Banbury, Chair  
Mrs Kerry A C Patton, Treasurer  
Mr Mark F Aspinall, Secretary  
Mrs Jeannie Holman  
Mr Steven Baxter (Appointed 23<sup>rd</sup> April 2023)  
Mrs Diane Edwards (Retired 23<sup>rd</sup> April 2023)

*It is considered that the Trustees and any others who could be understood to be 'managers' in the activities and affairs of the charity are 'fit and proper' persons under the terms of the Finance Act 2010. Trustee training is available as and when required.*

*There is a Protection Policy in place in respect of vulnerable adults and children. Checks have been made with the Disclosure and Barring Service in respect of persons dealing regularly with young people and vulnerable adults. The appointed officer for this is the Safeguarding Officer at St John the Baptist Church, Burscough.*

### **Principal Office**

253 Liverpool Road South  
Burscough  
Lancs  
L40 7RE

### **Independent Examiner**

Fr Alan Clements (Fellow of the Association of Charity Independent Examiners)  
15 Carleton Road, Great Knowley, Chorley PR6 8TQ

### **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 2023**

The trustees present their annual report and financial statements of the charity for the year ended 31 December 2023. 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. The trustees recognise that in relation to 'Risk Assessment' risk is defined as 'the threat of any action which will adversely affect the charity's ability to achieve its objectives and execute its strategies'.

#### **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 31<sup>st</sup> December 2023, restricted reserves were held totalling £26,422 (2022: £32,717). These related to: Support of young people on mission projects (£6,225); Hardship grants to families and young people (£18,761); Democratic Republic of Congo project (£987); and other small restricted reserves (totalling £449). In addition, the trust held unrestricted reserves amounting to £37,560 (2022: £47,955).



# 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. Total incoming resources amounted to £52,208 (2022: £46,612).

During the year the trust supported three staff roles: a Youth & Young Adult's Ministry Co-ordinator; a Children & Families' Ministry Co-ordinator; 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.

Using income from specific donations, financial support was made available to several young people to enable them to undertake a mission trip to Uganda in 2024. Financial support was also made available to enable children and young people to take part in various church activities such as weekends away and summer conferences. The trust also continued to provide funding to the hospital expansion project in Kipushya, Democratic Republic of Congo using specific donations given in previous years. Total resources expended amounted to £68,898 (2022: £69,343).

### Statement of trustees' responsibilities

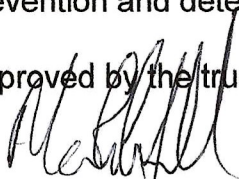
The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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.

Approved by the trustees on 10<sup>th</sup> March 2024 and signed on their behalf by:



.....  
**Mr Mark Aspinall, Honorary Secretary**

**Independent Examiner's Report.**

**Independent Examiner's Report to the Trustees of the Burscough Outreach Trust**

**for the year ending 31<sup>st</sup>. December 2023 as set out on pages 5 to 9 of this Report.**

**Respective responsibilities of the trustees and examiner.**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to :

examine the accounts under section 145 of the 2011 Act;

follow the procedures laid down in the general Directions given by the Charity

Commissioner under section 145 (5) (b) of the 2011 Act; and

to state whether particular matters have come to my attention.

**Basis of the independent examiner's report.**

My examination was carried out in accordance with the general Directions given by the Charity Commission. 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 you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view', and the report is limited to those matters as set out in the statement below.

**Independent examiner's statement.**

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

1. which gives me reasonable cause to believe that in any material respect the requirement to keep accounting records in accordance with section 130 of the 2011 Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met,
2. to which, in my opinion, attention should be drawn order to enable a proper understanding of the accounts to be reached.

Signed.

*Alan A. Clements*

Print. Alan A. Clements.

Fellow of the Association of Charity Independent Examiners

Date 11<sup>th</sup>. Mzrch 2024

Rev'd. A. A. Clements MA, ACIB, FCIE.

15 Carleton Road,

Great Knowley,

Chorley PR6 8TQ



# THE BURSCOUGH OUTREACH TRUST

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2023

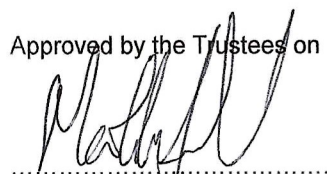
	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2023 £	TOTAL FUNDS 2022 £
<b>INCOMING RESOURCES</b>					
<i>Incoming resources from donors</i>	3(a)	8,239	41,950	50,189	45,970
<i>Income from charitable trading</i>	3(b)	-	-	-	-
<i>Income from activities for generating funds</i>	3(c)	124	-	124	208
<i>Income from Investments</i>	3(d)	1,895	-	1,895	434
<i>Other Income</i>	3(e)	-	-	-	-
<b>TOTAL INCOMING RESOURCES</b>		<b>10,258</b>	<b>41,950</b>	<b>52,208</b>	<b>46,612</b>
<b>RESOURCES EXPENDED</b>					
<i>Fund raising &amp; publicity</i>	4(a)	-	-	-	-
<i>Grants</i>	4(b)	-	11,120	11,120	12,835
<i>Activities directly relating to the work of the Trust</i>	4(c)	20,300	37,125	57,425	56,069
<i>Support costs</i>	4(d)	-	-	-	-
<i>Trust Management &amp; Administration</i>	4(e)	353	-	353	439
<b>TOTAL RESOURCES USED</b>		<b>20,653</b>	<b>48,245</b>	<b>68,898</b>	<b>69,343</b>
<b>NET INCOMING (OUTGOING) RESOURCES</b>		<b>(10,395)</b>	<b>(6,295)</b>	<b>(16,690)</b>	<b>(22,732)</b>
<b>GAINS AND LOSSES ON INVESTMENTS</b>					
<i>- realised</i>		-	-	-	-
<i>- unrealised</i>		-	-	-	-
<b>NET MOVEMENT IN FUNDS</b>		<b>(10,395)</b>	<b>(6,295)</b>	<b>(16,690)</b>	<b>(22,732)</b>
<b>BALANCES B/fwd at 1st JANUARY 2023</b>		<b>47,955</b>	<b>32,717</b>	<b>80,672</b>	<b>103,403</b>
<b>BALANCES C/fwd at 31st DECEMBER 2023</b>		<b>37,560</b>	<b>26,422</b>	<b>63,982</b>	<b>80,672</b>

# THE BURSCOUGH OUTREACH TRUST

## BALANCE SHEET AS AT 31 DECEMBER 2023

	Note	2023 £	£	2022 £	£
<b>FIXED ASSETS</b>					
Tangible fixed assets			-		-
Investment assets			-		-
<b>CURRENT ASSETS</b>					
Stock		-		-	
Debtors & Prepayments	6	2,533		2,388	
Short term deposits	7	42,000		42,000	
Cash at bank and in hand	7	19,649		36,484	
		64,182		80,872	
<b>LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>					
	8	(200)		(200)	
<b>NET CURRENT ASSETS</b>					
			63,982		80,672
<b>NET ASSETS</b>					
			63,982		80,672
<b>FUNDS</b>					
	9				
Unrestricted			37,560		47,955
Restricted			26,422		32,717
			63,982		80,672

Approved by the Trustees on 10th March 2024 and signed on behalf of the Trust by:



Mark Aspinall  
Honorary Secretary



# THE BURSCOUGH OUTREACH TRUST

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

### 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 (2022: £0).

Total income received from related parties in the reporting period amounted to £44,825 (2022: £39,496).

- Total income received from trustees and their connections was £9,825 (2022: £9,450).

- Total income received from St John the Baptist church, an organisation related by shared trustees, was £35,000 (2022: £30,046).

Total payments made to related parties in the reporting period amounted to £5,800 (2022: £5,118).

- Total payments made to trustees and their connections was £350 (2022: £0).

- Total payments made to St John the Baptist church were £5,450 (2022: £5,118).

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 2022

### 3. INCOMING RESOURCES

	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2023 £	TOTAL FUNDS 2022 £
3(a) <i>Incoming resources from donors</i>				
Planned Giving:				
Giving under Gift Aid	6,435	5,560	11,995	12,625
Income Tax recoverable on Gift Aid	1,609	1,390	2,999	3,119
Non Gift Aid giving	-	-	-	-
Ad Hoc Donations	195	-	195	226
Legacies	-	-	-	-
Grants from St John the Baptist, Burscough	-	35,000	35,000	30,000
Grants from other organisations	-	-	-	-
	<u>8,239</u>	<u>41,950</u>	<u>50,189</u>	<u>45,970</u>
3(b) <i>Income from charitable trading</i>	-	-	-	-
3(c) <i>Income from activities for generating funds</i>	124	-	124	208
3(d) <i>Income from Investments</i>				
Interest on cash deposits	1,895	-	1,895	434
3(e) <i>Other Income</i>	-	-	-	-
<b>TOTAL INCOMING RESOURCES</b>	<u>10,258</u>	<u>41,950</u>	<u>52,208</u>	<u>46,612</u>

### 4. RESOURCES EXPENDED

	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2023 £	TOTAL FUNDS 2022 £
4(a) <i>Fund raising &amp; publicity</i>	-	-	-	-
4(b) <i>Grants</i>				
Overseas Projects	-	4,064	4,064	10,506
Mission Support Fund	-	2,800	2,800	-
UK Projects	-	1,375	1,375	140
Hardship	-	2,881	2,881	2,189
	<u>-</u>	<u>11,120</u>	<u>11,120</u>	<u>12,835</u>
4(c) <i>Activities directly relating to the work of the Trust</i>				
Staff Salaries	20,300	37,125	57,425	55,514
Staff & Volunteer's expenses	-	-	-	-
Training Costs	-	-	-	555
	<u>20,300</u>	<u>37,125</u>	<u>57,425</u>	<u>56,069</u>
4(d) <i>Support costs</i>	-	-	-	-
4(e) <i>Trust Management &amp; Administration</i>	353	-	353	439
<b>TOTAL RESOURCES EXPENDED</b>	<u>20,653</u>	<u>48,245</u>	<u>68,898</u>	<u>69,343</u>

### 5. ANALYSIS OF STAFF COSTS

	2023 £	2022 £
Salaries and wages	56,385	54,542
Social security costs	-	-
Other pension costs	1,040	972
	<u>57,425</u>	<u>55,514</u>

The average number of employees during the year was 3 (2.17 FTE) (2022: 3 (2.17 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 2023

### 6. DEBTORS & PREPAYMENTS

	2023	2022
	£	£
Income Tax recoverable	2,089	2,233
Accrual of interest on deposit	444	155
	<u>2,533</u>	<u>2,388</u>

### 7. FINANCIAL INSTRUMENTS

	2023	2022
	£	£
Short term deposits	42,000	42,000
Cash at bank and in hand	19,649	36,484
	<u>61,649</u>	<u>78,484</u>

### 8. CREDITORS & ACCRUALS

	2023	2022
	£	£
Accruals	200	200
	<u>200</u>	<u>200</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:-*

	2023	2022
	£	£
Fund re Oaks	-	1,375
Fund re Pastoral Gifts	316	316
Fund re Fun Days/Games & Grub	133	133
Fund re Uganda Project	-	150
Fund re Mission Support	6,225	6,700
Fund re Hardship	18,761	21,642
Fund re Harvest (Congo) project	987	2,401
	<u>26,422</u>	<u>32,717</u>