

Trustees' Annual Report for the period

	Period start date			Period end date		
From	01	01	2020	To	31	12
						2020

Section A Reference and administration details

Charity name Gunton Woodland Burial Trust

Other names charity is known by

Registered charity number (if any) 1156621

Charity's principal address Gunton Woodland Burial Park

Gunton Church Lane

Lowestoft

Postcode

NR32 4LF

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	Mr Christopher Songer	Treasurer		
2	Mr David Ferns	Chairman		
3	Mrs Pauline Dugan			
4	Mr Steven Chilvers		08/11/2020 -31/12/2020	Existing Trustees
5	Mr Henry Hill			
6	Mrs Kay Bruce			
7	Mr Michael Field			
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Independent Examiner	Cunninghams	61 Alexandra Road, Lowestoft, Suffolk, NR32 1PL

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

Anita Graves : Burial Park Manager

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

How the charity is constituted
(eg. trust, association, company)

Trustee selection methods
(eg. appointed by, elected by)

CIO

At the discretion of the serving trustees

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To provide and maintain for the benefit of the public and for the advancement of the Christian faith and education woodland sites for the burial of the dead.

To support financially and otherwise Christian churches, other charities and community groups engaged in a ministry or providing services and/or support to the dying and bereaved.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The Trust continued in its desire to create a Natural Woodland Burial site for the benefit of the local community. The site is open for public access at all times with certain restrictions (Dogs to be on leads) We have continued to maintain and develop the fledgling woodland area and provided a peaceful setting for the scattering, and interment of ashes along with a full burial if desired. Additional benches have been provided for the park and also thanks to flexible working the park office is open for clients for longer hours.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The Finances of the Trust do not yet allow for the making of grants until all outstanding loans are re-paid. We are reliant, and extremely grateful, for our volunteers who support the work of the trust. The volunteers come from the Gunton Woodland Community Project (A neighbouring woodland community trust) and also our Trustees who staff the office as required.

Summary of the main achievements of the charity during the year

The Burlal Park continues to attract clients on a regular basis and our income is commensurate with our budget allowing the Charity to continue a gradual and sustainable development of the park.

We have increased the hours of our two administrative Employees to cope with increasing public demand and also increased the hours of our two ground maintenance staff. One being transferred from self-employed casual hours to a full time permanent contract.

The self employed horticulturist has not been re-engaged as trustees felt his work was done .

The extension to the original office was completed providing a private room for staff to deal with clients, providing privacy and dignity for bereaved clients. It also provided a disabled toilet for use by staff and clients as necessary (not open to general passing public and only available during office hours.

The Tescos grant under their bags for life scheme was implemented and was used to develop wild flower glades in the park

Section E Financial review

Brief statement of the charity's policy on reserves

The Trust aims to protect prepayments made whilst building up funds to repay long term loans. It is the Trusts' long term aim to maintain reserves for future expansions and long term maintenance of the Burial Park, after which any surplus funds will be used for grants to local charities at the discretion of the Trustees and in line with Charity Commission guidelines.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:


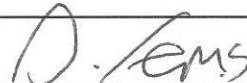
- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F Other optional information

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Christopher Songer	David W Ferns
Position (eg Secretary, Chair, etc)	Treasurer	Chairman
Date	30/6/2021	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Gunton Woodland Burial Park

1156621

CC16a

Receipts and payments accounts

For the period from	01/01/2020	To	31/12/2020
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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 received	2,157	-	-	2,157	2,712
Gift Aid	611	-	-	611	446
Burial fees	28,050	-	-	28,050	20,150
Ashes fees	30,283	-	-	30,283	20,557
Refreshment Sales	-	-	-	-	-
Plaques & Seats	19,183	-	-	19,183	14,503
Grave digging	10,481	-	-	10,481	10,360
Ash scattering	1,500	-	-	1,500	1,115
Internment fees	16,110	-	-	16,110	15,580
Grant income	479	-	-	479	6,527
Overpayments	2,100	-	-	2,100	-
	-	-	-	-	-
Sub total (Gross income for AR)	110,953	-	-	110,953	91,950
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	110,953	-	-	110,953	91,950
A3 Payments					
Donations	-	-	-	-	180
Park maintenance	9,950	-	-	9,950	11,254
Staff costs	41,584	-	-	41,584	40,652
Association fees	525	-	-	525	520
Insurance	1,197	-	-	1,197	1,192
Advertising	4,181	-	-	4,181	5,266
FDMS Charges	1,411	-	-	1,411	1,155
Loan interest	227	-	-	227	338
Rent	1,209	-	-	1,209	880
Grave digging	6,495	-	-	6,495	6,460
Office costs	5,337	-	-	5,337	4,696
Seats & Plaques	9,130	-	-	9,130	10,103
Plot refund	150	-	-	150	-
Administration	1,455	-	-	1,455	2,566
Independent examination	1,200	-	-	1,200	1,200
	-	-	-	-	-
Sub total	84,050	-	-	84,050	86,462
A4 Asset and investment purchases, (see table)					
Purchase of fixed assets	4,825	-	-	4,825	45,967
	-	-	-	-	-
Sub total	4,825	-	-	4,825	45,967
Total payments	88,875	-	-	88,875	132,429
Net of receipts/(payments)	22,078	-	-	22,078	- 40,479
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	83,656	-	-	83,656	124,135
Cash funds this year end	105,734	-	-	105,734	83,656

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	Cash at Bank	105,734	-	-
		-	-	-
		-	-	-
	Total cash funds	105,734	-	-



	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Office Building	Unrestricted	87,675	-
	Roads & Car Parks	Unrestricted	49,442	-
	Burial Park Equipment	Unrestricted	5,166	-
	Trees & Shrubs	Unrestricted	13,223	-
	Tool Shed	Unrestricted	5,680	-
	Site development	Unrestricted	6,277	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Loans	Unrestricted	57,000	
	Deferred Income	Unrestricted	155,084	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	E. C. SONGIER	23/6/21
	D. W. FERNS	23/6/21



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Gunton Woodland Burial Trust

On accounts for the year
ended

31/12/2020

Charity no
(if any)

1156621

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 31 / 12 / 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 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:

B. J. Lynes

Date:

12/17/21

Name:

BENJAMIN LYNES

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

FCA

Address:

CUNNINGHAMS, 61 ALEXANDRA ROAD,
LOWESTOFT, NR32 1PL

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.