



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Gunton Woodland Burial Park

**On accounts for the year  
ended**

31<sup>st</sup> December, 2023

**Charity no  
(if any)**

1156621

**Set out on pages**

1-2

(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 / 2023**.

**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 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.

**Signed:**

*B. J. Lynes*

**Date:**

13/09/2024

**Name:**

Benjamin Lynes

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

FCA

**Address:**

Number Sixty One, Alexandra Road, Lowestoft, Suffolk, 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.**



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Gunton Woodland Burial Park

1156621

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01 January 2023

To

Period end date  
31 December 2023

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Donations received	3,760	-	-	3,760	2,741
Gift aid	488	-	-	488	800
Burial fees	44,165	-	-	44,165	32,055
Ashes fees	37,800	-	-	37,800	32,525
Plaques and seats	24,700	-	-	24,700	20,401
Grave digging	25,415	-	-	25,415	11,425
Ash scattering	1,176	-	-	1,176	2,220
Interment fees	41,866	-	-	41,866	24,610
Grant income	822	3,540	-	4,362	8,001
Insurance	398	-	-	398	-
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	<b>180,589</b>	<b>3,540</b>	<b>-</b>	<b>184,129</b>	<b>134,778</b>
<b>A2 Asset and investment sales, (see table).</b>					
Loan receipts	350	-	-	350	1,150
	-	-	-	-	-
<b>Sub total</b>	<b>350</b>	<b>-</b>	<b>-</b>	<b>350</b>	<b>1,150</b>
<b>Total receipts</b>	<b>180,939</b>	<b>3,540</b>	<b>-</b>	<b>184,479</b>	<b>135,928</b>
<b>A3 Payments</b>					
Donations	400	-	-	400	150
Catering	27	-	-	27	-
Park maintenance	3,533	-	-	3,533	3,019
Staff costs	85,599	-	-	85,599	74,033
Association fees	490	-	-	490	525
Insurance	2,094	-	-	2,094	1,340
Advertising	7,003	-	-	7,003	6,664
FDMS charges	1,695	-	-	1,695	1,326
Loan interest	994	-	-	994	581
Rent	1,455	-	-	1,455	960
Grave digging	13,495	-	-	13,495	6,230
Office costs	6,975	-	-	6,975	6,174
Seats and plaques	10,190	-	-	10,190	12,020
Plot refund	250	-	-	250	1,025
Administration	1,950	-	-	1,950	952
Independent examination	1,620	-	-	1,620	1,512
<b>Sub total</b>	<b>137,769</b>	<b>-</b>	<b>-</b>	<b>137,769</b>	<b>116,511</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Purchase of fixed assets	31,448	4,030	-	35,478	34,786
Loan repayment	1,800	-	-	1,800	25,000
<b>Sub total</b>	<b>33,248</b>	<b>4,030</b>	<b>-</b>	<b>37,278</b>	<b>59,786</b>
<b>Total payments</b>	<b>171,017</b>	<b>4,030</b>	<b>-</b>	<b>175,048</b>	<b>176,297</b>
<b>Net of receipts/(payments)</b>	<b>9,921</b>	<b>- 490</b>	<b>-</b>	<b>9,431</b>	<b>- 40,369</b>
<b>A5 Transfers between funds</b>	<b>- 490</b>	<b>490</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>106,584</b>	<b>-</b>	<b>-</b>	<b>106,584</b>	<b>146,953</b>
<b>Cash funds this year end</b>	<b>116,015</b>	<b>- 0</b>	<b>-</b>	<b>116,015</b>	<b>106,584</b>



## 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	Barclays community accounts	116,015		-
		-	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	116,015	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

	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	92,446	-
	Roads and car parks	Unrestricted	49,442	-
	Burial Park Equipment	Unrestricted	23,146	-
	Trees and shrubs	Unrestricted	37,017	-
	Tool shed	Unrestricted	5,679	-
	Site development	Unrestricted	39,122	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Loans	Unrestricted	27,000	
	Deferred income	Unrestricted	196,678	
	Independent examiners fees	Unrestricted	1,701	
			-	
			-	

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

Signature

*D. Ferns*  
*C. Songer*

Print Name

David Ferns  
Christopher Songer

Date of approval

2/9/2024  
6/9/24

## Trustees' Annual Report for the period

	Period start date			Period end date			
<b>From</b>	01	01	2023	<b>To</b>	31	12	2023

### 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 Henry Hill			
5	Mrs Kay Bruce			
6	Mr Stephen Chivers			
7				
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)

Julie Syder : 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 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 Burial 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.

Plans are well advanced for an extension of our park (Phase 2) with grants being sought for funding from various sources

To this end , and in anticipation we assumed tenancy of what we call phase 2 of the agricultural land, we have purchased a ride on tractor mower and trailer to assist with grounds maintenance and reduce reliance on local council operations.

We started planting of trees in the latter stages of the year and plans are in place to plant a further 6000 trees in the spring of 2024.



## 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

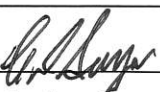

## Other optional information

## 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	06/06/2024	