

Registration Number 8961426

Birch Hall Adventures

(A Company Limited by Guarantee)

Report to the Trustees & Financial Statements

For the Period to Year End 31st March 2024

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
Summer Camps	5
Staff Team	5
Trustees.....	5
Facilities.....	5
Income	5
Financial planning.....	6
Public Benefit	6
Structure, Governance and Management Report of The Trustees	6
Governing Document	6
Risk Management.....	7
Organisation	7
Financial Results	7
Resources	7
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
Journals/Analysis	12
Fixed Assets & Depreciation	12
Restricted Funds	12
Current Assets.....	12
Movement in Unrestricted Funds.....	12

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 2024. 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 2024

Trustees

Revd Mark Holdaway (Chairman)
Mr Guy Main
Mr Richard Myers
Mr Nicholas Singleton
Revd Andrew Winter
Revd Peter Law
Jo Bingham
Rachael Hurst

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

Mr John Lower

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 farm partners 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, but the majority come from within the Tendring peninsula. Many local groups, such as scouts, guides, church youth groups and other organisations also make use of the centre. Traditionally most groups visited for the day, but now many schools will stay overnight and make use of either our bunkhouse or tents belonging to the centre. The emphasis of the remains 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

The 2023 season saw an uptake in the number of residential groups and an increase in visits. Several new schools visited, and we are encouraged to be able to build relationships with these schools.

	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Groups	7	48	82	97	77	76	25	96	80	94
Visits	287	1298	3367	2955	4352	5298	1258	4462	4603	5210

The trend is towards more residential groups. The Bunkhouse has proved invaluable in this regard. It extended the season into October with the first group coming at the beginning of May and the last group visiting in the final week before the October half-term break. It also has allowed us to book a few student groups outside of the normal operating months as well with Essex University Christian Union coming in November and King's College London and Reading CU in March 2024. We still need

to look into efficient heating systems for these areas if these times of the year are to become more popular.

Summer Camps

This was the second year we ran four summer camps and numbers increased on the previous year with the residential camp proving popular. Each camp provided opportunity for children to hear the Bible explained and a time for questions in an informal and unpressurised setting. The camp team worked well and really enjoyed the time together fulfilling the main goal of the centre. Several of the older campers are keen to come back in 2024 as assistant leaders and this is a real encouragement.

Staff Team

The Centre is managed by the Centre Director, Alex Phillips, who is supported by a part-time administrator, Naomi Lower. In July we were joined by Emma Hall as caterer/housekeeper. Emma had joined right at the start of the camp season so by no means a gentle start, but she coped well. We have had a group of volunteers help us with some of our activities and several part time seasonal staff members on instruction.

Trustees

We welcomed three new trustees to the board.

Peter Law – minister at Kirby Evangelical church and former camp leader and a senior sailing and windsurfing instructor.

Rachael Hurst – secondary teacher in geography and the environment, former field studies instructor and a senior sailing instructor

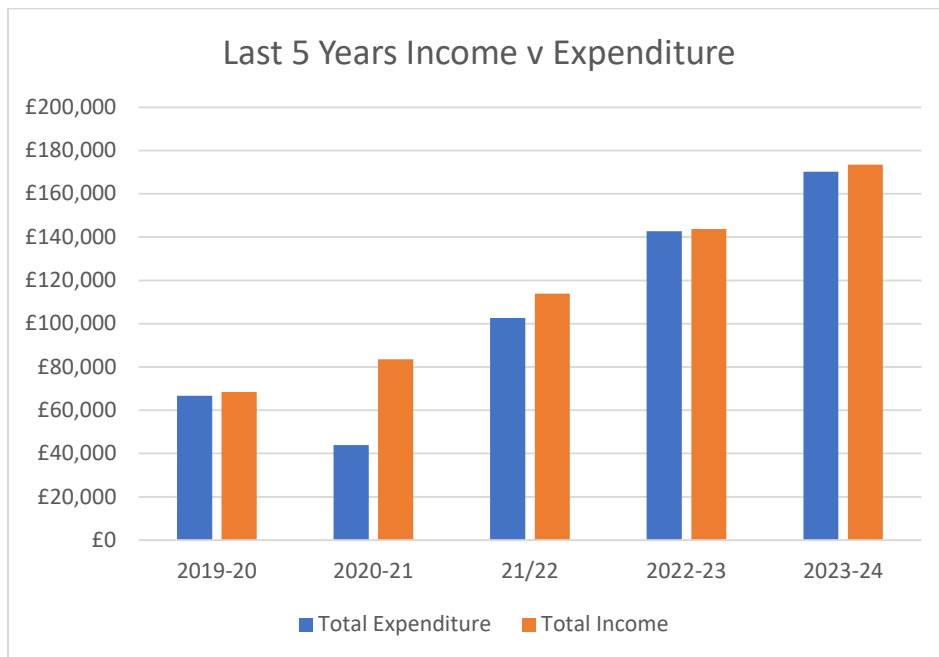
Jo Bingham – recently retired primary teacher with experience in early years provision and a wealth of knowledge of our local school network.

Facilities

We completed the work on the disabled bathroom and installed a shower and tiling. In the games room we levelled and laid a floor and put the meeting room and technical store in shape, with carpet tiles, plastering and painting. In the autumn we emptied then refurbished the Granary with the intention of creating a craft workshop and ran our first craft class during Lent.

Income

This year the centre as almost entirely supported itself from earned income with a small rise to 3% in contribution from donations. This level is still lower that we would like, and we will be investigating ways in which we can look to raise this in the coming year. That said the turnover of the business rose again.



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.

Looking forward to 2024-2025, we will aim to consolidate much of the recent development and focus on ensuring that the work done over the past ten years is fit for another 10. We will be focusing on raising funds for future projects with centre growth in mind – accommodation, year-round suitability for groups and staffing.

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. 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

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 mitigate 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 2024 are set out on pages 9 to 12.

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 14/10/2023 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 2024, which are set out on pages 9 to 12.

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.

Name: John Lower

Relevant professional qualification if any: FCA (retired)

Address: 91 Chesterton Avenue, Harpenden, Herts AL5 5ST

Date: 6/12/2024

Statement of Financial Activities

For the year ending 31st March 2024

Accounts April 2023 - March 2024

Income and Expenditure Account for year ended 31 March 2024	2023/24	2022/23
INCOME		
Group Income	166,121	141,922
Restricted donations	0	0
Unrestricted donations	4,516	1,785
Total Income	170,638	143,707
EXPENDITURE		
Activity Costs	6,027	6,576
Centre Costs	16,277	12,393
Catering Costs	18,074	10,355
Equipment	4,260	5,142
Marketing	709.72	542
Office Costs	5,874	7,734
Salaries	100,337	86,497
Training	2838.49	523
Depreciation	13,810	12,926
Total Expenditure	168,208	142,687
Surplus for year	2,430	1,020
Movements in Funds		
Unrestricted Funds at beginning of year	72,000	70,980
Add: Surplus for the year	2,430	1,020
Unrestricted Funds at end of year	74,430	72,000

Balance Sheet

As at 31st March 2024

	31/03/2024	31/03/2023
Fixed Assets		
Fixed Assets-Cost	100,690	91,852
Less: Depreciation	-36,414	-22,604
Net Fixed Assets	64,276	69,248
Current assets		
Cash at Bank	10,154	7,442
Debtors	0	0
	10,154	7,442
Creditors: Amounts falling due within one year	0	-818
Net Current Assets	10,154	6,624
Creditors: Amounts falling due after more than one year	0	0
Total Net Assets	74,430	75,872
 Represented by:		
Funds/Reserves		
Unrestricted funds	74,430	72,000
Restricted funds	0	872
Trustee loan	0	3,000
Total reserves	74,430	75,872

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 2024,
- 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.

Journals/Analysis

Fixed Assets & Depreciation

Journals/Analysis

Fixed Assets	at 31/3/23	additions in year	at 31/3/24
Bunkhouse	54,441.65	5,893.21	60,334.86
Office	0.00	2,944.92	2,944.92
Other	37,410.33	0.00	37,410.33
	<u>91,851.98</u>	<u>8,838.13</u>	<u>100,690.11</u>

Depreciation	at 31/3/23	depn for year	at 31/3/23
Bunkhouse	9,702.12	6,033.49	15,735.60
Office	0.00	294.49	294.49
Other	12,901.92	7,482.07	20,383.98
	<u>22,604.03</u>	<u>13,810.04</u>	<u>36,414.08</u>

Net Fixed Assets	69,247.95	64,276.04
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Restricted Funds

Restricted Funds	at 31/3/23	addns	utilised	at 31/3/24
Tendring District Council	872.00	0.00	872.00	0.00
Total	<u>872.00</u>	<u>0.00</u>	<u>872.00</u>	<u>0.00</u>

Current Assets

Current assets-Cash	At 1/4/22	At 31/3/23	At 31/3/24
Current Assets-CAFBank	12,106.58	4,469.82	8,673.66
Current Assets-Paypal	219.75	2,922.74	1,464.55
Current Assets-Petty Cash		49.89	15.60
	<u>12,326.33</u>	<u>7,442.45</u>	<u>10,153.81</u>

Movement in Unrestricted Funds

Movement in Unrestricted Funds

Balance at 31/3/23	72,000.00
Add: Surplus for the year	<u>2,429.85</u>
Balance at 31/3/24	<u>74,429.85</u>