



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 01/09/2019 Period start date

To 31/08/2020 Period end date

**Charity name: Burnham Youth Centre**

**Charity registration number: 1165584**

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>To help and educate young people between the ages of 7 – 18 who live in Burnham and the surrounding area through their leisure time and activities to develop their physical, mental and spiritual capacity so that they may grow to full maturity as individuals and members of society</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>The benefit of the variety of activities the club run is of benefit to the community as it provides the young people with a place to go and socialise and learn responsible social skills</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>Yes</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>n/a</b>
Policy on social investment including program related investment	Para 1.38	<b>n/a</b>
Contribution made by volunteers	Para 1.38	<b>We are totally dependent on volunteers to be able to run the club we would not be able to run BYC as all funding comes from subs paid by members and grants obtained for projects</b>
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The main achievements of the charity is that it provides a place the young people can come to where they can unwind and socialise. Something which is extremely important to the clubs members. We provide activities including, football, art projects, cooking, dance, computers and we have a Sound Studio where members can compose their own music and enjoy various musical skills.</p> <p>Burnham is noted for being one of the most deprived areas in the UK and the club is extremely important to the young people of the community to help them to develop lifeskills to aid them in their future life.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>The charity's position is OK but more work needs to be done on obtaining funding to ensure the life of the Centre</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>We unfortunately do not hold any reserves</b>
Amount of reserves held	Para 1.22	<b>None</b>
Reasons for holding zero reserves	Para 1.22	<b>We are self supporting not fortunate enough to be supported by any government body.</b>
Details of fund materially in deficit	Para 1.24	<b>n/a</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>We run the club for the benefit of the families in the community and are totally dependent on grants and sub subscription</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>Grants and projects and subscription. The members take part in sponsored fund raising whenever possible</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>No investments</b>
A description of the principal risks facing the charity	Para 1.46	<b>Running out of funding – the Trustees and management committee will continue to work hard to ensure that the risks are minimal</b>
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>CIO Charitable Trust</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>CIO</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>The Trustees have been long standing and were elected over several years at AGM's held</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<b>We have 23 policies in place which are reviewed annually</b>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<b>The Management Committee are responsible for the day to day running of the club the Trustees are responsible for the building</b>
Relationship with any related parties	Para 1.51	<b>None</b>
Other		

## Reference and Administrative details

Charity name	Burnham Youth Centre
Other name the charity uses	
Registered charity number	1165584
Charity's principal address	Burnham Youth Centre Minnicroft Road Burnham SL1 7DE

### **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	Linda Hazell	Chairman		All Trustees
2	Judith Foster	Vice Chair		
3	David Pepler	Treasurer		
4	Marilyn Rolfe	Secretary		
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17				
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20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	Marilyn Rolfe	
<b>Full name(s)</b>	Marilyn Ann Rolfe	
<b>Position (eg Secretary, Chair, etc)</b>	Secretary/Trustee	
<b>Date</b>	12/12/20	

**REGISTERED CHARITY NUMBER 1165584**

**BURNHAM YOUTH CENTRE**

**FINANCIAL ACCOUNTS**

**YEAR ENDED 31st August 2020**



## BURNHAM YOUTH CENTRE

### TRUSTEES REPORT

The Trustees present their report and the financial accounts of the Trust for the year ended 31st August 2020

#### Principle Activities

The aim of the Centre is to provide an environment for the Youth in the Community to come and participate in various activities designed for their enjoyment and to enable them to better communicate with all other persons within the Community and become better citizens as a result.

With effect from 17th February 2016 Burnham Youth Centre is no longer a Registered Company and has re-registered as a Charitable Organisation.

The results for the year are set out in the enclosed accounts.

The Trust is managed and controlled by the Management Committee which is made up as follows:

#### Trustees

J Foster  
L Hazell  
D Pepler  
M Rolfe

On behalf of the Trustees

Signed:



Name

D R PEPLER

Dated: 05/11/2020

## **BURNHAM YOUTH CENTRE**

I report on the accounts of the Burnham Youth Centre for the year ended 31st August 2020 which are set out on pages 4 to 8.

### **Respective responsibilities of Trustees and Examiner.**

As the Charity's Trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43 (2) of the Charities Act 1993 ( the Act ) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43 (7)(b) of the Act, whether particular matters have come to my attention.

### **Basis of Independent Examiner's report**


My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 a review of any unusual items or disclosures in the accounts, and seeking explanations from you as Trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

### **Independent Examiner's Statement**

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements  
to keep accounting records in accordance with section 41 of the Act; and  
to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act  
have not been met; or
- (2) to which , in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed :



Dated : 31/10/2020

# BURNHAM YOUTH CENTRE

## Statement of Financial Activities

YEAR ENDED 31st August 2020

INCOME AND EXPENDITURE	<u>2019/2020</u>	<u>2018/2019</u>
<b>Income:</b>		
Subs	3,964	7,260
Tuck Shop	2,112	3,604
Tuck Shop Purchases	<u>1,115</u>	<u>2,098</u>
	997	1,506
Lettings	1,800	3,791
Key Deposit	450	733
Donations	665	12,083
Grants	16,744	
Miscellaneous	350	542
Fund Raising		
Holiday Camps		
Trips		
Kitchen		53
Bag Packing at Sainsburys		1,920
Halloween Party		
South Bucks Lottery	646	521
<b>Total Income</b>	<u><u>25,616</u></u>	<u><u>28,409</u></u>
<b>Less Expenditure :</b>		
Telephone & Internet	696	658
Halloween Party		124
Cleaning Building & Grounds Maintenance	1,159	1,565
Equipment	313	1,914
Insurance	571	1,412
Wages	8,330	15,110
Utilities	3,291	6,142
Postage & Stationery	148	218
Depreciation	1,512	1,891
Outreach & Staff Training		48
Miscellaneous	870	1,304
Trips		255
Return of Deposits	575	582
Summer Disco		114
Halloween Party	134	
Legal Fees		572
	<u><u>17,598</u></u>	<u><u>31,909</u></u>
<b>Other Expenditure:</b>		
Grant Money		
Repairs & Maintenance	888	1,440
<b>Total Expenses</b>	<u><u>18,486</u></u>	<u><u>33,349</u></u>
<b>Net Income / (Expenditure) for the Year</b>	7,130	(4,940)

## BURNHAM YOUTH CENTRE

## Balance Sheet

YEAR ENDED 31st August 2020

	<u>Notes</u>	<u>31st August 2020</u>		<u>31st August 2019</u>	
		<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
<b>FIXED ASSETS</b>					
Tangible Assets	2		6,047		7,559
<b>CURRENT ASSETS</b>					
Current Account	3	17,182		15,236	
Committee Current Account	3	8,142		1,824	
Cash	3	995		616	
		26,318		17,676	
<b>CURRENT LIABILITIES</b>	4	0		0	
<b>NET CURRENT ASSETS / (LIABILITIES)</b>		26,318		17,676	
		32,365		25,235	
<b>INCOME FUNDS</b>					
Accumulated Fund		25,235		30,175	
Surplus / (Deficit) for the Year		7,130		(4,940)	
Assets this year					
Adjust Prior Year re Equipment Acquired		7,130		(4,940)	
		32,365		25,235	
		(0)			

Signed :



Dated :

05/11/2020

Trustee

D R PEPLER

## BURNHAM YOUTH CENTRE

### NOTES TO THE ACCOUNTS

For the Year Ended 31st August 2020

#### 1 ACCOUNTING POLICIES

The accounts have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting.

#### 2 FIXED ASSETS

Fixed Assets are capitalised and depreciated over the estimated useful life.  
The rates and methods used are as follows :

Equipment is depreciated at 20% on reducing balance.

	31st August 2020			
	Improvement:	Fixtures & Fittings	Equipment	TOTAL
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
<b>COST</b>				
As at 1 September 2019	15,399	1,829	13,004	30,232
Additions				0
Disposals				0
As at 31st August 2020	15,399	1,829	13,004	30,232
<b>DEPRECIATION</b>				
As at 1 September 2019	10,156	1,591	10,926	22,673
Charges for the Period	1,048	48	416	1,512
Disposals				0
As at 31st August 2020	11,204	1,639	11,342	24,185
<b>NET BOOK VALUE</b>				
As at 31st August 2020	4,195	190	1,662	6,047
As at 31st August 2019	5,243	238	2,078	7,559

## BURNHAM YOUTH CENTRE

### NOTES TO THE ACCOUNTS

YEAR ENDED 31st August 2020

<b>3</b>	<b>CASH AT BANK AND IN HAND</b>	<b><u>31st August 2020</u></b>	<b><u>31st August 2019</u></b>
		<b><u>£</u></b>	<b><u>£</u></b>
Bank Current Account		17,182	15,236
Committee Current Account		8,142	1,824
Cash		995	616
		<u>26,318</u>	<u>17,676</u>
<b>4</b>	<b>CURRENT LIABILITIES</b>	<b><u>31st August 2020</u></b>	<b><u>31st August 2019</u></b>
		<b><u>£</u></b>	<b><u>£</u></b>
Accruals		0	0
		<u>0</u>	<u>0</u>

## **Burnham Youth Centre**

### **NOTES TO THE ACCOUNTS**

**YEAR ENDED 31st August 2020**

#### **6 ANALYSIS OF NET ASSETS**

	<b><u>£</u></b>
Fixed Assets	6,047
Net Current Assets / (Liabilities)	26,318
	<b><u>32,365</u></b>

#### **7 TRUSTEES' REMUNERATION AND EXPENSES**

No remuneration directly or indirectly out of the funds of the Charity was paid or payable for the year to any Trustee or to any person or persons known to be connected with any of them.

Trustees have been reimbursed expenses made on behalf of the club in respect of the year.

REGISTERED CHARITY NUMBER 1165584

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## BURNHAM YOUTH CENTRE

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### **Respective responsibilities of Trustees and Examiner.**

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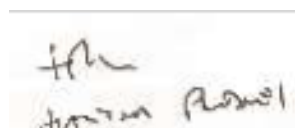
### **Basis of Independent Examiner's report**

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### **Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention  
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Date 31.10.20