

Burgess Hill Shed

AGM Trustees Report October 2024

Introduction

On Tuesday 26 November 2024, we hold our seventh AGM and celebrate over 8 years since beginning our wonderful Shed. During the meeting we will together review our performance over the year followed by an open members' session to consider how we may best move forward.

Every year since starting, we the trustees have been able to report positive progress and consolidation, and this year is no exception. We have once again performed well and made solid progress in achieving our mission. Our financial performance has been strong, attendance and membership continues to increase steadily.

This report provides a summary of our work over the past year and information on our performance as a local charity. It will form part of our Trustee Annual Report to the Charity Commission which may be published on their website.

Our mission

As many of us have no doubt experienced at some time, loneliness and social isolation can impact on health and well-being outcomes particularly in later life. Sheds are an important if not essential way to counter isolation for some people, and we should not underestimate the value of the work we do at BH-Shed for our community.

Following the principles of the Shed movement, we perform our mission by operating a craft workshop with facilities and resources for members to engage in activities as a means for social interaction. The workshop is run entirely by members on a voluntary basis and together they make it a very warm and friendly environment in which to share experiences and help each other and visitors from the community.

Our Organisation

In August 23, we successfully completed the handover of the Kiln to Burgess Hill Creative Community BHCC which has ensured that Kiln activities and events have been able to continue and grow. Whilst the Kiln lease remains uncertain, the Kiln under its new leadership continues to be a remarkable success and we wish them all the best for the future.

The Handover involved closing down Kiln storage spaces and transferring or disposing of materials and equipment that were no longer needed. Some of this helped to raise funds and some materials were used for community projects and by members for their own projects. There remain a few items at the Kiln which are in effect 'shared' and which may be needed by either BHCC or BH Shed in the future. The final decision on these items will be made when the future of the Kiln becomes clear. We understand that they will be given notice to close the Kiln in 2025 and then we may have to help them dispose of shared items under the terms of our handover agreement.

A special thanks to all members that helped with Kiln start up and handover operations.

After handover, we were able to focus fully on our workshop and look for ways to enhance our mission. Initially we asked WSCC to extend our lease allowing us to use the workshop 5 days each week. We also asked them to consider leasing the Green

Room for other activities. Our aim to use the Green Room was well supported by our MP and councillors from WSCC, MSDC and BHTC. In the end WSCC were unwilling to allow us to use this space because they may need it for future storage of WSCC assets. They did allow us to extend our days to include Mondays and Fridays with some restrictions for which we are very grateful.

After these changes we continued to focus on the workshop and make improvements as well as restarting leatherwork and introducing willow work into our range of activities. WSCC have continued to invest in the Burnside site and have recently upgraded the electrics. We understand that Burnside is to continue operating for some time which is very good news considering it was not so long ago threatened with closure. We wish them the best and hope that we will also be able to continue to lease the workshop from them.

Lease Status

We have provisionally discussed a new lease with WSCC and they have said that this is likely (probably under similar terms but higher rent). We have asked for a longer-term lease which they are looking into. With greater assurance on the term of our lease we could release funds from our reserves to enable us to improve the workshop and buy new equipment.

Activities

This year as mentioned previously we were able to extend activities through leatherwork sessions on Mondays and willow work on Fridays. In addition at the beginning of the year we started evening sessions in the Scout Hut since WSCC will not permit evening sessions at Burnside. Evening sessions provided opportunities for members to meet socially to discuss projects and play games. Initially attendance was promising. However attendance gradually declined and after a couple of months it was decided to discontinue until there was more interest.

Woodcraft and metal work sessions continued to take place Tuesdays, Wednesday and Thursdays. These are generally well attended with members learning new skills and taking up more diverse projects.

Promotions

Last year we said that to move forward, we must begin to promote our work much more rigorously throughout the community and especially to all political parties and councils with the aim of getting more support on appropriate space, either as real space or financial support to rent other spaces. At the beginning of the year we hosted visits from BHTC and MSDC Councillors. All stated their strong support for our venture and desire to help us wherever possible.

This year we attended several events, beginning with St Peter and St James Open Garden event in May. In June we ran a stall at Hassocks Open Gardens in the Community Garden behind Age Concern and later in June we ran a stall at Burgess Hill Summer Fayre in St John's Park. All of the events gave us the opportunity to engage with the public, sell some of our products and network with stallholders and other community groups. Overall, there was a lot of interest in our products and of course we raised some funds as well as making new friends.

Thank you to all members that helped and participated in these events. Through these events you made a significant contribution in terms of finance and community engagement.

We also said last year that we should engage more with local businesses. This is still very much in our minds and Graham and Tony have offered to lead on this.

Performance

Our overall performance as a charity is assessed against the following criteria:

Membership levels - the number of people we help (i.e. our members)

Attendance levels - the level of attendance achieved

Benefits – the benefits to members and the community that they gain from attendance and involvement

Value to community – the value provided by our volunteer efforts

Sustainability – our ability to finance operations and manage continuity risks

Membership

We are pleased to report that this year membership has increased by 30% from 50 last year towards 70 this year. Over 20% of members are women. We remain very much a local charity with 65% of members living in Burgess Hill, 17% live in Haywards Heath and Lindfield, 12% live in Hassocks and Ditchling. A few members live further away in Brighton, Crawley Down and Horsted Keynes.

As always, we depend entirely on our volunteer members who give up their valuable time to keep our venture alive. Without them we would not be able to offer sessions or run events. I am sure we all want to thank our fellow members for their many fantastic and significant contributions, many amusing and fun, some just hard work but all essential in enabling us to operate.

At this point I extend a big thanks to Jasmine Patel for undertaking her voluntary role as Membership Coordinator, for leading on well-being and keeping in touch and encouraging everyone including members and external stakeholders.

Attendance

Overall attendance figures for the Shed were encouragingly higher than previous years. This was partly due to the increase in operating days and also because generally more members are attending each day. More details will be provided during the AGM.

Benefits to Members

This year members were able to enjoy more sessions and a wider range of crafts. Feedback from the member's survey is positive. More information will be given by Jas Patel during the AGM.

Value to Community and Voluntary Value

We continue to make a significant contribution to our community. Although there are many sheds now operating across the country, few have the premises and equipment to match. The workshop is well equipped which gives us opportunities to participate in community events and projects in many ways, some of which have been described previously.

We calculate the value of our work to our community in terms of voluntary value. This is the contribution made by voluntary work performed by members to enable us to operate effectively. This includes management, admin, supervision, maintenance and repairs, first aid cover, attending training courses, managing accounts, applying for grants, attending external events and running events, and so on. This value is equivalent to the amount of work a council would need to fund a place like the Shed.

Last year I reported that our cumulative voluntary contribution was in the order of £850K. This year taking into account that we are now operating 5 days each week, the value is around £90K per annum taking us to a cumulative figure over the past 8 years of around £940K.

We extend a big thanks to all the volunteer members that have contributed to this staggering amount.

Sustainability

Our current financial status is healthy in the short term (see 'Finances' below and Appendix A: Treasurer's Report).

However, now we are operating as a shed alone we do not have the extra income that was being provided by some Kiln activities. In addition we have some increased fixed costs and therefore in June 24 it was decided to raise membership subscriptions from £30 per annum, to £40 and to split this into two six monthly payments. This was the first increase for over 8 years. Sessions costs were held at the previous rate of £3 per day which is very low compared to other local social organisations considering the cost of providing a fully equipped workshop.

We have a short lease which runs out in 2025 and it has a break clause which in effect means that anytime we can be given 6 months to leave Burnside. If we have to move to alternative premises it will be very expensive. As an illustration, I have been advised that another shed has to pay £30K per annum for premises and a lot of effort is needed from their members and trustees to raise funds.

We are very fortunate that WSCC allows us to use our premises at very reasonable rates and it looks likely that we will get a new lease next year. If we have to find alternative premises we have developed a good contingency reserve to offset the change though this would only probably cover us for a couple of years and then we would need to find other ways to continue.

Trustees

Our trustees not only frequently contribute as members they also give up their valuable time to look after strategic and governance aspects of our organisation.

We are sure members would wish to thank the Trustee team for their valuable inputs and for having the courage and tenacity to help us through some difficult periods, and keep us on a steady course.

The following are current Trustees:

Brian Campion (elected 2023)

David Bailey (re-elected 2022)

David Hayes (re-elected 2021)

Eric Palmer Chair (re-elected 2022)

Graham Mason Treasurer (elected 2023)

Jasmine Patel Membership Co-ordinator (re-elected 2023)

Tim Penn (re-elected 2021)

Tony Ryan (elected 2023)

Trustees stand down on rotation at the end of three years and may be re-elected. This year David Hayes, Eric Palmer are standing for re-election. Tim Penn has decided to stand down and retire having served for over 8 years. Tim has been a trustee from the start of the Shed project. He has fully supported and contributed in many ways over the years often helping with the less glamorous but very important background jobs that we have had to do over the years. We especially thank him for his loyalty and dedication to our charity and pass on our best wishes for his future.

Stakeholders

We extend our thanks to two very important external stakeholders: West Sussex County Council and the Burnside team. Without them we simply would not be able to operate. We also thank Burgess Hill Town Council for giving us space in the help point and for selling our products.

Community projects

We continue to raise a good level of income from community projects. We raised £200 by making dormice boxes for Green Circle, £400 for scenery and stage furniture for Hurst Players Theatre and £160 for sports trophies. Taylor Wimpey donated £250 to run a competition for a sign for their Ockley Park development in Hassocks and Mid Sussex Older Peoples Council gave us £50 for making special wall hangers. In addition we made good sales at our events and received income for many repairs and products made by members.

Finance

A summary of our financial performance for year ending September 2024 compared to year ending September 2023 is given at Appendix A. As you will see, our net income was considerably down and this is all due to BH-Shed handing over the Kiln operations to BHCC. In these circumstances it is difficult to make direct comparisons on a 'like for like' basis. A more appropriate, 'like for like' comparison can be made by looking at changes in our performance since year ending Sept 2020, which was prior to the effects from the Kiln project and also the Covid pandemic. These figures are shown in Appendix B

This shows that between 2020 and 2024 our net income grew by 66%, considerably more than increases due to inflation. The figures also show that the increase was largely due to higher attendance (76% higher) and higher membership numbers as reported under Membership above. **This is really good news because it shows that today we are providing considerably greater benefits to more people than we were before the Pandemic.**

With the income generated this year, our reserves are approaching £50K. As explained earlier in this report, these funds are needed to offset the discontinuity risk should we not be able to acquire a new lease in 2025 and need to relocate. If we are able to negotiate a favourable lease, it is likely we shall use the reserve to upgrade our workshop.

Over the past year, Graham Mason has taken on the heavy load of looking after our finances. Our accounts have become more complicated with the introduction of card payments and changes to membership subs. It takes Graham quite a bit of time to keep the books, pay money into the bank and reconcile all the figures.

On behalf of the trustees and members we express our great thanks and much

appreciation to him for volunteering to do this work.

Conclusion

In concluding this report, we should obviously consider our achievements over the past year and the benefits to our members. However because this largely concludes our involvement with the Kiln project which was a big undertaking, we should also perhaps reflect on the contribution our Shed has played in the community and the benefits we have given to others. We should certainly acknowledge the value of the Kiln project and that many other people now enjoy craft activities like our members simply because BH-Shed built the Kiln. That project alone demonstrated that whilst a shed can be a place to make things, a shed can be and can do so much more.

Overall Burgess Hill Shed is in good shape and will be able to consolidate on its strong foundation and continue to develop its activities and enhance its mission. Ultimately, a shed can only be as good as its members and it is through their magnificent endeavours that the success of Burgess Hill Shed is assured and that it will continue to grow.

Thank you to all members, past and present, and please keep doing what you do so well.

The Trustees
Burgess Hill Shed
13 November 2024

Appendix A

Financial Summary

	Sep 23 BH-Shed incl KILN	Sep 24 BH-Shed only	Change
Income			
Donations	424	1675	+1251
Sales	5530	3173	-2357
Session Fees	14480	6155	-8325
Members Subs	3567	2112	-1455
Grants	7100	0	-7100
Other	2590	0	-2590
Interest		454	+454
Total Income	33691	13569	-20122
Expenditure			
Equip & Mat'l	7672	2631	-5041
Training		245	+245
Insurance	761	548	-213
Premise Hire	750	2366	+1616
Premise Refurb	3341	0	-3341
Legal & Prof			
Postage			
Gen Expenses	7121	1710	-5411
Total Expenditure	19645	7500	-12145
Net Income	14046	6069	-7977

Appendix B

Financial Summary compared to year ending Sept 2020

	Sep 20	Sep 24	Change
Income			
Donations	1220	1675	+455
Sales	2842	3173	+331
Session Fees	2229	6155	+3926
Members Subs	1025	2112	+1087
Grants	0	0	0
Other	110	0	-110
Interest		454	+454
Total Income	7501	13569	+6068
Expenditure			
Equip & Mat'l	859	2631	+1772
Training	524	245	-279
Insurance	397	548	+151
Premise Hire	0	2366	+2366
Sundries	1896	0	-1896
Legal & Prof			
Postage	4		-4
Gen Expenses	162	1710	+1548
Total Expenditure	3842	7500	+3658
Net Income	3659	6069	+2410



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Burgess Hill Shed

No (if any)

Receipts and payments accounts

CC16a

For the period
from

Period end date
01/10/2023

To

Period end date
30-Sep-24

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	1,676	-	-	1,676	424
Sales	3,173	-	-	3,173	5,530
Session Fees	6,155	-	-	6,155	14,480
Member Subs	2,112	-	-	2,112	3,567
Grants	-	-	-	-	7,100
Other	454	-	-	454	2,590
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	13,570	-	-	13,570	33,691
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	13,570	-	-	13,570	33,691
A3 Payments					
Equipment & materials	2,631	-	-	2,631	7,672
Training Courses	245	-	-	245	-
Insurance	548	-	-	548	761
Premise Hire	2,366	-	-	2,366	750
Premises refurbishment	-	-	-	-	3,341
Legal & Prof Expenses	-	-	-	-	-
Postage	-	-	-	-	-
Gen Expenses	1,960	-	-	1,960	7,121
	-	-	-	-	-
Sub total	7,750	-	-	7,750	19,645
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	7,750	-	-	7,750	19,645
Net of receipts/(payments)	5,820	-	-	5,820	14,046
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	5,820	-	-	5,820	14,046

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 and in hand	13,581	-	-
	Savings account	35,454	-	-
		-	-	-
	Total cash funds	49,035	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	DX	DX

	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			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
G. Mason	Graham Mason	23/6/25