



Trustees' Annual Report for the period

| From | Period start date | | | To | Period end date | | |
|------|-------------------|-------|------|----|------------------|-------|------|
| | 1 st | April | 2020 | | 31 st | March | 2021 |

Section A Reference and administration details

Charity name

Barnham & Eastergate Community Trust

Other names charity is known by

Registered charity number (if any)

1170248

Charity's principal address

Barnham Community Hall, Murrell's Field,

Yapton Road, Barnham,

West Sussex

Postcode

PO22 0AY

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 | Terry Bedford | Chairman | | Barnham & Eastergate CT |
| 2 | Bill Leath | | | Barnham & Eastergate CT |
| 3 | David Phillips | | | Barnham & Eastergate CT |
| 4 | Chris Allington | | | Barnham & Eastergate CT |
| 5 | John Kilroy | | | Barnham & Eastergate CT |
| 6 | Michael Bates | | | Barnham & Eastergate CT |
| 7 | Tim Crabb | | | Barnham & Eastergate CT |
| 8 | Heather Kilroy | | | Barnham & Eastergate CT |
| 9 | Tony Chamberlain | | | Barnham & Eastergate CT |
| 10 | Dick New | | | Barnham & Eastergate CT |
| 11 | Chris Playford | Vice Chairman | | Barnham & Eastergate CT |
| 12 | | | | |
| 13 | | | | |
| 14 | | | | |
| 15 | | | | |
| 16 | | | | |
| 17 | | | | |
| 18 | | | | |
| 19 | | | | |
| 20 | | | | |

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 |
|-----------------|------|---------|
| | | |
| | | |
| | | |
| | | |

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

| |
|--|
| |
|--|

Section B Structure, governance and management

Description of the charity's trusts

| | |
|---|--|
| Type of governing document (eg. trust deed, constitution) | Constitution |
| How the charity is constituted (eg. trust, association, company) | Charitable Incorporated Organisation (CIO) |
| Trustee selection methods (eg. appointed by, elected by) | Elected at Annual General Meeting |

Additional governance issues (Optional information)

| | |
|---|--|
| <p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none">• 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. | <p>Following the merger last year a Memorandum of Understanding was drawn up.</p> <p>The purpose of the MOU is to clearly identify the roles and responsibilities of each Party as they relate to the Barnham and Eastergate Community facilities namely:</p> <ul style="list-style-type: none">• Barnham Community Hall• Murrell's Field• Eastergate Village Hall• Eastergate Sports Pavilion and Playing Field• Other community facilities, land or buildings, that may be developed within Barnham and Eastergate Parish for community access and use <p>In addition, as the Hall is owned by the Parish Council a Licence to Operate is in place with the Council to enable the Trust to run Barnham Community Hall.</p> |
|---|--|

Section C Objectives and activities

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

The objects of the CIO are to establish and run a community hall and recreation facilities to promote for the benefit of the Parishes of Barnham and Eastergate (the "area of benefit") without distinction of sex, sexual orientation, age, disability, nationality, race or political, religious or other opinions the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants.

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)

During the period of this report the Trust ran both Barnham Community Hall and Eastergate Village Hall but with limited access for the public due to the various COVID restrictions in place. It was also not possible to run any of the usual community related fundraising events although monthly quizzes took place via Facebook. The Trust was eligible to claim and received various grants made available from the Government and other organisations. These grants enabled the facilities to be maintained and operated occasionally and also enabled the Trust to offer community support in various ways during this period.

We confirm the Trustees have had regard to the Charity Commission's guidance on public benefit.

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.

Many of the events run by the Trust rely on volunteer contributions and the Trust has a database of volunteers and is continually adding to that database.

Whilst the Trust has no specific policy on grant making it does support local charities who wish to run events at both Halls by offering minimal hire rates and works with the Parish Council to support projects of benefit to the community as a whole.

Summary of the main achievements of the charity during the year

As already indicated this year was like no other year as for most of the time access to either Hall was very limited due to the COVID Pandemic.

The Charity through various grants was able to provide community support to the lonely and vulnerable through cake and other food deliveries and also prescription collections. The Trust also ran online monthly quizzes through Facebook. A helpline was set up early on by the Parish Council and the Trust which received many calls for support.

Section E Financial review

Brief statement of the charity's policy on reserves

The Trust's policy on reserves is to ensure that the funds held are equivalent to 6 months' operational expenditure to ensure the Trust can meet any unforeseen major items of expenditure. Fortunately due to this policy and due to the COVID related grants received the Charity has managed to maintain its buildings and keep its staff in post.

Details of any funds materially in deficit

There are none.

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) | T BEDFORD | |
| Full name(s) | Terence Bedford | |
| Position (eg Secretary, Chair, etc) | Chairman | |
| Date | | |



Receipts and payments accounts

CC16a

For the period
from

4/1/2020

To

3/31/2021

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 £ |
|--|---|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| Childcare | 13,691 | - | - | 13,691 | 23,632 |
| Regular Not For Profit | 9,289 | - | - | 9,289 | 12,836 |
| Occasional Not For Profit | 106 | - | - | 106 | 1,630 |
| Regular and Occasional Commercial | 2,220 | - | - | 2,220 | 25,829 |
| Private Hire | 100 | - | - | 100 | 10,411 |
| Weddings | 1,000 | - | - | 1,000 | 11,234 |
| Miscellaneous Receipts | 327 | - | - | 327 | 566 |
| Grants and Donations | 41,340 | 12,992 | - | 54,332 | 8,187 |
| Interest | - | - | - | - | 42 |
| Returnable Deposits | - | - | - | - | 2,350 |
| Hall Events | 1,576 | - | - | 1,576 | - |
| Events Receipts | 1,033 | - | - | 1,033 | 58,525 |
| Lottery receipts | 9,340 | - | - | 9,340 | 13,350 |
| Sub total (Gross income for AR) | 80,022 | 12,992 | - | 93,014 | 168,592 |

A2 Asset and investment sales, (see table).

| | | | | | |
|------------------|----------|----------|----------|----------|----------|
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |

Total receipts **80,022** **12,992** **-** **93,014** **168,592**

A3 Payments

| | | | | | |
|------------------------------|---------------|--------------|----------|---------------|----------------|
| Employee Costs | 22,120 | - | - | 22,120 | 33,476 |
| Rates | - | - | - | - | 1,632 |
| Repairs and Maintenance | 12,251 | - | - | 12,251 | 13,202 |
| Equipment | - | - | - | - | - |
| Cleaning | 7,063 | - | - | 7,063 | 9,748 |
| Electricity | 5,912 | - | - | 5,912 | 8,030 |
| Gas | 2,067 | - | - | 2,067 | 484 |
| Waste | 1,369 | - | - | 1,369 | 1,572 |
| Water | 1,307 | - | - | 1,307 | 3,247 |
| Professional Fees | 723 | - | - | 723 | 1,363 |
| Stationery | 705 | - | - | 705 | 475 |
| Telephone / Broadband | 954 | - | - | 954 | 631 |
| Subscriptions | 462 | - | - | 462 | 848 |
| Training | - | - | - | - | - |
| Marketing | 351 | - | - | 351 | 660 |
| Insurance | 3,800 | - | - | 3,800 | 3,657 |
| Returned Deposits | 2,619 | - | - | 2,619 | 5,400 |
| Miscellaneous Purchases | 11 | - | - | 11 | 1,010 |
| Purple Fund | - | - | - | - | 1,650 |
| Barnham PC Grant | 18,770 | - | - | 18,770 | 1,000 |
| Barnham PC Rent | - | - | - | - | 7,500 |
| Restricted grant expenditure | - | 4,001 | - | 4,001 | - |
| Events Payments | 1,254 | - | - | 1,254 | 56,577 |
| Lottery payout | 5,500 | - | - | 5,500 | 8,000 |
| Sub total | 87,238 | 4,001 | - | 91,239 | 160,162 |

A4 Asset and investment purchases, (see table)

| | | | | | |
|--------------------|--------------|----------|----------|--------------|--------------|
| Door access system | 2,162 | - | - | 2,162 | 5,282 |
| | - | - | - | - | - |
| Sub total | 2,162 | - | - | 2,162 | 5,282 |

Total payments **89,400** **4,001** **-** **93,401** **165,444**

| | | | | | |
|------------------------------------|----------------|--------------|----------|----------------|---------------|
| Net of receipts/(payments) | - 9,378 | 8,991 | - | - 387 | 3,148 |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | 100,289 | - | - | 100,289 | 78,253 |
| Cash funds this year end | 90,911 | 8,991 | - | 99,902 | 81,401 |

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 | Lottery | - | - | - |
| | BCT Operations Account | 54,976 | | |
| | BCT Fundraising Account | 131 | | |
| | BCT Lottery account | 15,732 | | |
| | BCT Deposit Account | 4,561 | | |
| | EVH Operations account | 24,192 | | |
| | EVH Deposit Account | 310 | | |
| | | | | |
| | Total cash funds | 99,902 | - | - |
| | (agree balances with receipts and payments account(s)) | Agreement Error | Agreement Error | OK |
| B2 Other monetary assets | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| 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 asset belongs | Cost (optional) | Current value (optional) |
| | Door access system | Unrestricted | 2,162 | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B5 Liabilities | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |
| Signed by one or two trustees on behalf of all the trustees | Signature | Print Name | | Date of approval |
| | | | | |
| | | | | |

Independent Examiner's Report to the Trustees of
Barnham & Eastergate Community Trust (Charity number 1170248)
For the Period Ended 31 March 2021

I report on the accounts of the charity for the period ended 31 March 2021, which are set out on pages 6 to 7.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. 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 consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities 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.



Rachel Hall
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Chichester
West Sussex
PO20 3YD

Date: 18 November 2021