



# Trustees' Annual Report for the period

| From | Period start date |       |      | To | Period end date  |       |      |
|------|-------------------|-------|------|----|------------------|-------|------|
|      | 1 <sup>st</sup>   | April | 2022 |    | 31 <sup>st</sup> | March | 2023 |

## 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  | Tim Crabb        |                 |                                   | Barnham & Eastergate CT                                       |
| 7  | Heather Kilroy   |                 |                                   | Barnham & Eastergate CT                                       |
| 8  | Tony Chamberlain |                 |                                   | Barnham & Eastergate CT                                       |
| 9  | Chris Playford   | Vice Chairman   |                                   | Barnham & Eastergate CT                                       |
| 10 |                  |                 |                                   |   |
| 11 |                  |                 |                                   |   |
| 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)**

|  |
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|  |
|--|

## Section B Structure, governance and management

**Description of the charity's trusts**

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

**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.

|  |
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## 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. With the end of COVID restrictions both halls have thrived with new groups and organisations hiring the facilities and the ability to put on more community events was welcomed and brought in much needed funds. The events for the benefit of our community included at Eastergate, Craft Fairs, Community lunches, Film Nights, Coffee Mornings, Quiz Nights, Motown events, Northern Soul Nights, and Ukranian meet ups and in the hub, Pop up Shops, Drop in sessions, Book Signings, Dementia Cafes and Eastergate Player performances to name but a few. At Barnham we held Wedding Fairs, A Casino Night and Comedy Nights, Quiz Nights, a Family Halloween event, a Christmas Carol Evening, Bingo Night, May Fair, MAMF, numerous weddings as well as regular coffee mornings throughout the year and a Christmas lunch for the elderly ones.

Linked to the operation of the Trust the three year National Lottery Project funding has continued and supported the community led activities.

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.

## Section D

## Achievements and performance

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

During 2022-23 we have successfully installed the use of Xero as our accounting package to provide accrual accounting for the Trust.

We have installed solar panels on Barnham Community Hall to reduce energy costs. We have also installed new stage lighting at Barnham Hall.

We have also submitted and received approval for planning permission to provide new enlarged and improved access to both Village Halls with the projects due to start in September 2023. A successful bid to BIFFA will support the funding requirements for the Eastergate Village Hall project with the Parish Council funding the Barnham Hall project as owner of the building.

## 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.

### 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

01/04/2022

To

31/03/2023

### 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 £ |
| Childcare  | 16,695             | -                | -                | 16,695           | 17,836           |
| Regular Not For Profit                             | 33,719             | -                | -                | 33,719           | 8,686            |
| Occasional Not For Profit                          | 140                | -                | -                | 140              | 372              |
| Regular and Occasional Commercial                  | 27,436             | -                | -                | 27,436           | 27,320           |
| Occasional Regular Users                           | -                  | -                | -                | -                | 300              |
| Private Hire                                       | 12,305             | -                | -                | 12,305           | 5,683            |
| Weddings   | 14,610             | -                | -                | 14,610           | 3,950            |
| Miscellaneous Receipts                             | 15,685             | -                | -                | 15,685           | 2,624            |
| Lottery funding                                    | -                  | 63,800           | -                | 63,800           | 4,900            |
| Insurance claim                                    | -                  | -                | -                | -                | 54,262           |
| Grants and Donations                               | 23,105             | -                | -                | 23,105           | 102,059          |
| Interest   | -                  | -                | -                | -                | 2                |
| Returnable Deposits                                | 4,900              | -                | -                | 4,900            | 3,200            |
| Hall Events  | 25,883             | -                | -                | 25,883           | -                |
| Events Receipts                                    | 50,947             | -                | -                | 50,947           | 29,523           |
| Lottery receipts                                   | 9,979              | -                | -                | 9,979            | 10,360           |
| <b>Sub total (Gross income for AR)</b>             | <b>235,404</b>     | <b>63,800</b>    | <b>-</b>         | <b>299,204</b>   | <b>271,077</b>   |
| <b>A2 Asset and investment sales, (see table).</b> |                    |                  |                  |                  |                  |
|  | -                  | -                | -                | -                | -                |
|  | -                  | -                | -                | -                | -                |
| <b>Sub total</b>                                   | <b>-</b>           | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         |
| <b>Total receipts</b>                              | <b>235,404</b>     | <b>63,800</b>    | <b>-</b>         | <b>299,204</b>   | <b>271,077</b>   |

### A3 Payments

|                              |                |               |          |                |                |
|------------------------------|----------------|---------------|----------|----------------|----------------|
| Employee Costs               | 41,734         | -             | -        | 41,734         | 31,349         |
| Rates                        | 755            | -             | -        | 755            | 322            |
| Repairs and Maintenance      | 20,305         | -             | -        | 20,305         | 22,703         |
| Cleaning                     | 15,291         | -             | -        | 15,291         | 12,094         |
| Utilities                    | 11,821         | -             | -        | 11,821         | 9,601          |
| Waste                        | 2,954          | -             | -        | 2,954          | 2,081          |
| Professional Fees            | 12,207         | -             | -        | 12,207         | 1,641          |
| Office expenses              | 9,772          | -             | -        | 9,772          | 1,158          |
| Telephone / Broadband        | 1,885          | -             | -        | 1,885          | 1,856          |
| Subscriptions                | 3,569          | -             | -        | 3,569          | 1,341          |
| Training                     | 240            | -             | -        | 240            | 263            |
| Marketing                    | 2,776          | -             | -        | 2,776          | 1,413          |
| Insurance                    | 5,378          | -             | -        | 5,378          | 4,711          |
| Returned Deposits            | 9,377          | -             | -        | 9,377          | 2,665          |
| Website                      | 227            | -             | -        | 227            | 1,406          |
| Barnham PC Grant             | 12,000         | -             | -        | 12,000         | 8,250          |
| Restricted grant expenditure | -              | 70,769        | -        | 70,769         | 69,058         |
| Events Payments              | 40,159         | -             | -        | 40,159         | 13,770         |
| Lottery payout               | 5,154          | -             | -        | 5,154          | 5,759          |
| <b>Sub total</b>             | <b>195,602</b> | <b>70,769</b> | <b>-</b> | <b>266,371</b> | <b>191,441</b> |

### A4 Asset and investment purchases, (see table)

|                       |                |               |          |                |                |
|-----------------------|----------------|---------------|----------|----------------|----------------|
| Dishwasher            | 3,474          | -             | -        | 3,474          | -              |
| Bar fridge            | 944            | -             | -        | 944            | -              |
| Glass washer          | 2,400          | -             | -        | 2,400          | -              |
| Solar pannels         | 26,449         | -             | -        | 26,449         | -              |
| Fridge                | 1,165          | -             | -        | 1,165          | -              |
| Visuals lighting      | 5,942          | -             | -        | 5,942          | -              |
| Cupboard              | -              | -             | -        | -              | 419            |
| <b>Sub total</b>      | <b>40,373</b>  | <b>-</b>      | <b>-</b> | <b>40,373</b>  | <b>419</b>     |
| <b>Total payments</b> | <b>235,975</b> | <b>70,769</b> | <b>-</b> | <b>306,744</b> | <b>191,860</b> |

### Net of receipts/(payments)

|   |     |   |       |   |       |        |
|---|-----|---|-------|---|-------|--------|
| - | 571 | - | 6,969 | - | 7,540 | 79,217 |
|---|-----|---|-------|---|-------|--------|

### A5 Transfers between funds

|   |        |        |   |   |   |   |
|---|--------|--------|---|---|---|---|
| - | 12,729 | 12,729 | - | - | - | - |
|---|--------|--------|---|---|---|---|

04/01/2024

|                             |         |       |   |         |         |
|-----------------------------|---------|-------|---|---------|---------|
| A6 Cash funds last year end | 177,848 | 1,271 | - | 179,119 | 99,902  |
| Cash funds this year end    | 164,548 | 7,031 | - | 171,579 | 179,119 |



## Section B Statement of assets and liabilities at the end of the period

| Categories              | Details                          | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|-------------------------|----------------------------------|------------------------------------|----------------------------------|---------------------------------|
| <b>B1 Cash funds</b>    | Lottery                          | -                                  | -                                | -                               |
|                         | BECT Operations Account          | 79,806                             |                                  |                                 |
|                         | BECT Insurance Funds             | 13,990                             |                                  |                                 |
|                         | BECT Lottery account             | 25,323                             |                                  |                                 |
|                         | BECT Deposit Account             | 3,449                              |                                  |                                 |
|                         | EVH Operations account           | 41,981                             | -                                |                                 |
|                         | National Lottery Funding Account |                                    | 7,031                            |                                 |
|                         | EVH Operations account Barclays  | -                                  |                                  |                                 |
|                         | EVH Deposit Account              | -                                  |                                  |                                 |
|                         |                                  |                                    |                                  |                                 |
| <b>Total cash funds</b> |                                  | <b>164,548</b>                     | <b>7,031</b>                     | <b>-</b>                        |

(agree balances with receipts and payments account(s))

OK

OK

OK

|                                 | Details | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|---------------------------------|---------|------------------------------------|----------------------------------|---------------------------------|
| <b>B2 Other monetary assets</b> |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |
|                                 |         | -                                  | -                                | -                               |

|                             | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|-----------------------------|---------|-----------------------------|-----------------|--------------------------|
| <b>B3 Investment assets</b> |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |
|                             |         |                             | -               | -                        |

|   | Details          | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|---|------------------|-----------------------------|-----------------|--------------------------|
| <b>B4 Assets retained for the charity's own use</b> | Dishwasher       | Unrestricted                | -               | -                        |
|   | Bar fridge       | Unrestricted                | -               | -                        |
|   | Glass washer     | Unrestricted                | -               | -                        |
|   | Solar pannels    | Unrestricted                | -               | -                        |
|   | Fridge           | Unrestricted                | -               | -                        |
|   | Visuals lighting | Unrestricted                | -               | -                        |
|   |                  |                             | -               | -                        |
|   |                  |                             | -               | -                        |

|                       | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
|-----------------------|---------|---------------------------------|-----------------------|---------------------|
| <b>B5 Liabilities</b> |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |
|                       |         |                                 | -                     |                     |

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 2023

I report on the accounts of the charity for the period ended 31 March 2023, which are set out on pages 7 to 8.

**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.



Jennifer Smith  
Smithe & Co Limited  
19 Luard Court  
Warblington  
Hampshire  
PO9 2TN

Date: 20 December 2023