

BCC



BOROUGHBRIDGE COMMUNITY CHARITY

ANNUAL REPORT & ACCOUNTS

APRIL 2023 – MARCH 2024

Boroughbridge Community Charity, 17 St James Square, Boroughbridge, York, YO51 9AR

Tel: 01423 324504 Email: admin@bcccharity.co.uk

BOROUGHBRIDGE COMMUNITY CHARITY

ANNUAL REPORT & ACCOUNTS

1 APRIL 2023 TO 31 MARCH 2024

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BOROUGHBRIDGE COMMUNITY CHARITY

ANNUAL REPORT & ACCOUNTS 2023-24

1 APRIL 2023 TO 31 MARCH 2024

OVERVIEW

Boroughbridge Community Charity (BCC) is a charity providing a range of community services to an extensively rural area, its radius being approximately 15 miles, supporting Boroughbridge and 32 surrounding villages.

Our Vision is for everyone in the community of Boroughbridge and District to be connected, included and supported.

Our mission is to:

Provide community support in response to identified needs.

Promote social inclusion.

Encourage and facilitate voluntary activity.

Encourage partnership working.

Advocate for change by being a voice within the community.

The office is located at 17 St James Square, Boroughbridge, YO51 9AR, telephone 01423 324504 and email at admin@bcccharity.co.uk.

Bankers: HSBC Bank

Independent Examiner: Malcolm Wilson

The Financial Statements were prepared by Susan Jeyes, BCC Treasurer.

Board of Trustee meetings were held on 6 April 2023, 29 June 2023 (AGM), 7 September 2023, 2 November 2023, 10 January 2024 and 7 March 2024.

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STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution:

Boroughbridge Community Charity (BCC) is a Charitable Incorporated Organisation (CIO) and is managed by a Board of Trustees to fulfil its constitutional objects.

Organisational structure and decision making:

The Board of Trustees has overall responsibility for the charity in ensuring that it is well run and that it continues to deliver the charitable objects for the benefit of the people for whom it has been set up. During this period there were the maximum of 12 Trustees on the Board (as listed below).

The Board develops the strategy and agrees and maintains the vision, mission, and values of the charity. The Board meets around six times per year, excluding the AGM, when it discusses and monitors the work and performance of the charity.

Recruiting and appointing Trustees:

Trustee vacancies are advertised, and applicants are interviewed prior to meeting with the full Board. Induction into the workings of the Charity is carried out by the Chair.

Management/employees (all part-time, 2.2 FTP equivalent):

Karen Parker, General Manager

Barbara Cleeland, Deputy General Manager

Sue Robson, Administration Assistant

Ann Davidson, Administration Assistant (appointed October 2023)

TRUSTEES during this period

Jules Preston (Chair from January 2023)

Susan Jeyes (Treasurer)

Nic Holmes

Elizabeth Anne Walker

Elizabeth Vose

Jan Maltby

Lynn Fox

Janine Stone (appointed March 2024)

Neil Henly (appointed November 2023)

Ian Hick (resigned September 2023)

David Zucker (resigned September 2023)

Geoff Hustwit (resigned January 2024)

Les Morrell (resigned May 2024)

Nic Holmes resigned as Treasurer at the April 2023 Trustee Board meeting and Sue Jeyes was subsequently appointed the new Treasurer.

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FINANCIAL REVIEW

During the financial year 2023-24, the charity had been successful in securing three-year funding from North Yorkshire Council (NYC) for BCC to become a Community Anchor Organisation. This was one of BCC's main source of funding in this period. The other being three-year funding from NYC for the Stay Healthy, Independent and Connected Grant

Other smaller amounts of funding came from NYC Community Passenger Transport to support the charity's community voluntary car transport scheme; A grant was awarded by Two Ridings Community Fund to purchase software and cover some staffing costs to capture outcomes and outputs; NHS Cancer Alliance Project; Harrogate Local Fund for befriending; NHS Hospital Discharge Pilot and partnership funding through NYC and DWP to provide food support.

The Shawbrook investment bond matured in March 2023 and this was reinvested together with an additional £25,000 from the HSBC current bank account into a United Trust charity savings account to attain a good return and provide security for the charity.

RESERVES POLICY

The Trustees recognise that there is a significant shortfall of income against expenditure forecasted for the 2024/25 financial year. Should the charity not obtain substantial funding from other sources, the Trustees have decided that this shortfall will be met by taking funds from the charity's reserves.

The reserves are allocated as follows:

- £50,000 to support operating costs for a projected shortfall in 2024/25
- £50,000 towards replacement of minibus (existing minibuses now 7½ years and 5 years old)
- £50,000 to support the 2023-2026 Strategic Plan
- £85,000 towards new office premises

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CHAIR'S REPORT

It is hard to believe that another year has come and gone. The seasons are beginning to blur and I doubt we have seen as much rain for many a year. That said, what has not changed is the demand for BCC services.

The BCC team and our volunteers have continued to provide a literal life-line to many of the most vulnerable in our community. This has included shopping, picking up prescriptions, providing food support, supporting the Community Larder, making befriending calls, providing advice and direction or many other small acts of assistance such as low level gardening and coffee mornings, BCC has been there for the community. Providing transport to help people get to hospital and doctor's appointments continues to be the mainstay of our efforts. Also still very popular are the minibus trips providing affordable days out to a range of visitor attractions in the region.

As expected, the establishment of North Yorkshire Council (NYC) and the end of the pandemic did result in changes in the way that organisations, such as BCC, attract funds and support. The relationship with NYC in the last year continued to be strong and we were encouraged to build stronger relationships with other partners and networks in order to maximise the benefits for our community. This requires BCC to become what is known as a Community Anchor Organisation (CAO). In order to achieve that status Trustees developed a 3-year Strategic Plan and 2023–24 was the first year of that plan. Our development has been slow but progressive and NYC have just released a second tranche of funding, demonstrating their confidence in BCC.

Having healthy financial reserves gives us the confidence to move forward, but they will not last forever despite achieving a near break-even financial year as the Financial Statements demonstrate. The new IT system is going well and we continue to look for premises which can better accommodate staff with the potential to do more including those using our services. Our mini-buses will need replacing and we can only continue to help the community of Boroughbridge and District if we continue to expand. The community has seen significant growth in the last few years.

Modernising our brand was also appropriate not only to create the right image but also to get the right message out into the community via a new website and new marketing materials as suggested in our Strategic Plan. The continuing development of our Strategic Plan will be essential in order for us to retain Community Anchor Organisation status for the benefit of our communities.

During the year there has been several changes to the Board of Trustees. We were pleased to welcome Neil Henly and Janine Stone. Just after the year ended in May 2024 we also welcomed Neil Brunyee and Jonathan Foster as Trustees. During the year David Zucker resigned and long-term trustees Les Morrell and Geoff Hustwit also left the Board.

Our thanks for their many years as Trustees. Given that this report is presented at our AGM in July 2024 I would also like to mention that Liz Vose and Beth Walker come to the end of their term of office at the AGM and, after a very long time as Trustees, do not wish to be re-appointed. A simple 'thank you' does not seem enough.

I would especially like to thank the BCC team, well led by Karen Parker. They work many hours above and beyond in order to serve the community. Thank you. And to all of our wonderful volunteers for truly making a difference. New volunteers will always be very welcomed.

Lastly but no means least we have the support of a number of businesses and organisations. We also receive many personal donations. The community of Boroughbridge and District thank you all. It genuinely would not be possible without you.

Jules Preston MBE

Chair of the Board of Trustees

BOROUGHBRIDGE COMMUNITY CHARITY (BCC)

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GENERAL MANAGER'S REPORT

Strategic Plan

A Strategic Plan has been developed which responds to the changing times in which we operate and sets the direction and goals for Boroughbridge Community Charity (BCC) over the next three years. Ultimately, we want to be a resilient charity, capable of responding to community needs. Three linked strategic objectives were identified which will help consolidate our position, build firm foundations on which to grow capacity and enable us to respond to more diverse support needs in the future. To be the go-to Community Anchor Organisation for Boroughbridge, financially resilient and to understand, evidence and respond to community need.

We have changed our name from Boroughbridge Community Care to Boroughbridge Community Charity and rebranded our charity. We have developed a new website, raising our profile and digital presence. <https://www.bcccharity.co.uk>.

BCC has increased staff capacity and now employs four local people to promote effective planning for the future.

We have been successful in securing funding to purchase a new digital system to capture, monitor and report output and outcome, which will create time saving and enable tracking.

Community Anchor Organisation

Funding has been made available to Boroughbridge Community Charity through North Yorkshire Council (NYC) during this financial year 2023/2024 to develop and evolve the role as a Community Anchor Organisation, as a system partner at place.

Stay Healthy Independent and Connected Grant

We continue to deliver services which address social isolation and loneliness, physical and mental health inequalities and poverty. Our services are aimed at building the resilience of our community and residents to live the life they want, supported by resources in their own community. We provide a space where people have someone or somewhere to turn to when facing difficult times and to support them to find solutions to their challenges.

North Yorkshire Council (NYC) fund Boroughbridge Community Charity under the provision of this 3-year contract.

MacMillan Community Beacons

BCC, as a Community Anchor Organisation, is working in collaboration with North Yorkshire Council, MacMillan Cancer Support and other organisations to develop support for those in our community living with or having been through a cancer diagnosis and treatment. This is a funded project.

Community Larder

The Community Larder was formed in April 2022, jointly by Boroughbridge Community Charity and 98 Boroughbridge Lions. The Community Larder is located at Boroughbridge Methodist Church. Refreshments are provided to visitors of the Community Larder by volunteers from the Church. The Community Larder is now entirely volunteer led.

The aims of the Community Larder are to engage with the community to reduce food waste and promote environmental action. To date the Community Larder, which opens one day each week for two hours, has received 6,927 service users and saved 34,300 tonnes of surplus food reaching landfill. Volunteers have given 2,100 hours of their time in support of the Community Larder.

Minibuses/ Volunteer Car Transport Scheme

Boroughbridge and District is a largely rural area. Key issues include poor transport issues and difficulties accessing health and social care services, banks and post offices. We believe that nobody should be disadvantaged because of where they live and to address this we work together with our volunteers to deliver a volunteer car transport scheme, taking those in need to medical and other appointments of a wellbeing nature. During this period our volunteers provided 2,604 journeys to such appointments and gave more than 3,000 hours of their time.

A total of 52 outings to places of interest, lunch social meetings and shopping venues were delivered to service users in our two 17 seat minibuses, supported by our volunteer minibus drivers and volunteer escorts. 585 people benefitted from these outings. The minibuses supported by our volunteer drivers were used by schools, scout groups, village events, U3A and WI's.

Supported Shopping, Shopping and Prescription Deliveries, Befriending

Volunteers have delivered shopping and prescriptions and supported individuals to shop. In October 2023, BCC received a grant of £3,000 from The Local Fund, Harrogate to provide volunteers and one member of staff specialist Befriending training, including bereavement, dementia, boundaries in befriending and safeguarding training. The training is ongoing.

Coffee Mornings

Volunteers from BCC hold a weekly coffee morning. There were 2,171 people who visited the coffee mornings during this period. A coffee morning was held in July, at Marton cum Grafton Village Hall and raised £638.24. On 29 September 2023 we held an International Day of Older Persons Celebration Day, with a through the ages photograph gallery, sharing stories from the past and singalong. We held a Christmas Coffee morning, with our volunteer pianist playing sing along Christmas Carols. On 5 May we celebrated the Kings Coronation with a special event.

Gentle Exercise & Movement to Music Class

This exercise class, which is ideal for older people or those with health, mobility or coordination difficulties, started in March 2023.

A grant of £800 was received from Boroughbridge Lions to fund this class running for six months. The class is now operating at full capacity, with 42 classes having taken place this year, providing 576 individual sessions to attendees in this period. Participants now pay £5 per session which covers all costs. The instructor and assistant are both volunteers.

Volunteers

Boroughbridge Community Charity has a team of 86 volunteers and an additional 26 Community Larder volunteers, who live within, support and engage with the communities of Boroughbridge and the 32 surrounding villages. Our volunteers are all DBS checked and our minibus drivers are MIDAS trained.

The can-do attitude, tenacity and kindness of our volunteers makes a huge impact and difference to the lives of the people we support within our community.

The following donations and legacies outlined do not reflect all those received, these are detailed in the Financial Statement. Numerous donations were received from individuals, local businesses and organisations within our community for which we are genuinely grateful.

Church Lane Surgery, Boroughbridge doctors, nurses and staff competed in the Knaresborough Bed Race and raised a donation of £1240.00

Mrs D. Halliday sponsored walk £535.00

The estate of the late M. March £10,000.00

The estate of the late S. Beattie £2,000.00

The Carwithen family £346.00

J. Lawrence £500.00

Kirby Hill WI £200.00

Yorkshire Women's Country Association £155.00

The Smith family £174.30

Marton cum Grafton Open Gardens £400.00

Spar Boroughbridge £127.00

C. Fisher £50.00

The following fundraising events were undertaken by staff, trustees and volunteers:

In April 2023 BCC staff, trustees and volunteers held a Bingo Night which raised £2,510.00.

BCC staff and trustee Geoff Hustwit ran a Christmas Children's Raffle event and raised £623.00.
 BCC staff and volunteers ran an Easter Coffee Morning on Good Friday, with a raffle and raised £370.00.
 Karen Parker
 General Manager.

BOROUGHBRIDGE COMMUNITY CHARITY
FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2024

Charity Number 1171451

17 St James Square

Boroughbridge

York, YO51 9AR

Receipts and Payments Account	Note	2024	2023
		£	£
Receipts			
Grants	2	44,559	79,968
Fundraising and Donations	2	26,889	12,292
Charitable activities – income from clients	3	26,208	18,262
Investment income	4	1,333	1,330
Total receipts		98,989	111,852
Payments			
Fundraising costs	2	2,196	3,071
Costs of charitable activities	3	14,049	17,005
Salaries		64,963	61,274
Other administrative expenses	5	17,425	15,707
Total payments		98,633	97,057
Surplus of income over expenditure		356	14,795
Operating bank accounts brought forward		201,820	187,025
Operating bank accounts carried forward		202,176	201,820

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Statement of Assets and Liabilities	2024	2023
	£	£
HSBC current account	62,535	127,601
Deposit accounts	139,641	74,219
Total operating bank accounts	202,176	201,820
COIF Charities Investment Fund shares at market value	33,479	31,310
Assets retained for the use of the charity	18,500	15,375
Total assets	254,155	248,505

The COIF investment comprises 1,673.11 income units of the Charities Investment Fund and is stated at the bid price on 5 April 2024 of £20.01 per unit (31 March 2023: £18.7137 per unit). The historic cost of the investment was £16,874 and its value was £33,472.91 on 30 April 2024, being the latest practicable valuation date prior to these financial statements being approved by the trustees.

In the opinion of the trustees, fixed assets comprising equipment and furniture purchased in prior years are of negligible disposal value. Assets retained for the use of the charity comprise two minibuses, of which one was donated to the charity in October 2016. The other was purchased in February 2019 with the help of a North Yorkshire County Council grant (see note 6 below). The net disposal value of these vehicles is estimated to be £6,000 and £12,500 respectively (2023: £6,000 and £9,375).

At 5 April 2024 the charity had no liabilities (2023: *Nil*) and in neither year were any of the charity's assets charged as securities for amounts owing.

The Financial Statements were approved by the trustees at the annual general meeting on 4 July 2024 and signed on their behalf by

..... ChairmanTreasurer

.....Secretary

Dated 4 July 2024

BOROUGHBRIDGE COMMUNITY CHARITY

FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2024

Notes to the financial statements

Note 1 The financial statements are prepared on the receipts and payments basis.

Note 2	2024	2024	2023	2023
GRANTS & FUNDRAISING	Receipts	Payments	Receipts	Payments
	£	£	£	£
Grants				
NYC grants	29,479	-	68,718	-
Two Ridings Community Foundation	11,580	-	-	-
Ripon Community House	2,500	-	2,500	-
Mental Health Initiative	1,000	-	-	-
Harrogate Council	-	-	3,000	-
Yorkshire Health - vaccines	-	-	4,950	-
Boroughbridge Lions	-	-	800	-
	44,559	-	79,968	-
Fundraising & Donations				
Friday coffee mornings	2,626	49	1,926	274
Other fundraising activities	-	-	2,471	858
Donations	16,778	-	4,899	25
100 Club	2,983	1,620	2,973	1,530
Other	4,502	527	23	384
	26,889	2,196	12,292	3,071
Note 3	2024	2024	2023	2023
CHARITABLE ACTIVITIES	Receipts	Payments	Receipts	Payments
	£	£	£	£
Minibus journeys	23,195	10,381	13,857	10,928
Car transport	1,315	1,921	660	789
Lunch Club	-	-	2,885	2,885
Wheelchairs	159	261	200	-
Community larder	-	333	660	1,145
Exercise classes	1,500	953	-	-
Personal protective equipment	-	-	-	494
Emergency food parcels	-	200	-	764
Sundries	39	-	-	-
	26,208	14,049	18,262	17,005

BOROUGHBRIDGE COMMUNITY CHARITY

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Notes to the financial statements (continued)

Note 4 INVESTMENT INCOME	2024	2023
	£	£
Bank & building society interest	422	419
COIF Charities Investment Fund dividends	911	911
	1,333	1,330
Note 5 OTHER ADMINISTRATIVE EXPENSE	2024	2023
	£	£
Rent	4,704	4,252
Office equipment	1,680	6,160
Insurance	458	440
Telecommunications	1,166	1,864
DBS searches	566	404
Postage	88	56
Donations	93	-
Website	2,364	-
Stationery	144	288
Bank charges	220	243
Staff training	697	-
Secretarial support	720	600
PR & Publicity	1,507	-
Consultancy fee (strategic plan)	3,018	1,400
	17,425	15,707

Note 6 Purchased minibus

On 5 January 2019 the charity purchased a new minibus at a cost of £54,220 towards which a grant of £26,250 was received from NYCC. This grant was repayable on an annual sliding scale if the minibus was disposed of within 5 years of purchase. The 5 years have now passed and therefore there will be no loan repayment due on the eventual disposal of this minibus.

BOROUGHBRIDGE COMMUNITY CHARITY

FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2024

Independent Examiner's report to the trustees

I report on the financial statements of the charity for the year ended 5th April 2024 which are set out on the previous four pages.

Respective responsibilities of the Trustees and Independent Examiner

The charity's trustees are responsible for the preparation of the Accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act; and
- state 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 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 you as 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.

BOROUGHBRIDGE COMMUNITY CHARITY

FINANCIAL STATEMENTS FOR THE YEAR ENDED 5 APRIL 2024

Independent Examiner’s report to the trustees (continued)

Independent Examiner’s Statement

In connection with my examination, no matters have come to my attention;

1. which give me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 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.



.....

Malcolm Wilson

Chartered Accountant 1979 – 2016 (now retired)

The Granary

Main Street

Great Ouseburn

York, YO26 9RQ

4 July 2024