



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st April 2020 to 31st March 2021

Charity name: Burton Community Association

Charity registration number: 1171730

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To promote the benefit of the inhabitants of the area of benefit without distinction of sex, sexual orientation, age, disability, nationality, race or of political, religious or other opinions, by associating together the said inhabitants and such statutory authorities, voluntary and other organisations as appropriate in a common effort to provide facilities in the interest of health and social welfare for recreation with the objective of improving the conditions of life for the said inhabitants
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	<p>The Association remains focussed upon three main objectives and activities that have been undertaken for the public benefit.</p> <p>1. Establishment of a children's play area: The association has negotiated the lease of a small piece of land within the village, cleared the area, erected appropriate fencing and gates, and turfed the area. Play equipment has been installed and maintained. Parents and children of the village have made significant use of the play area and this is of huge benefit to a village without any other source of amenity.</p> <p>2. To preserve and protect health: The association has worked in partnership with the British Heart Foundation and has purchased and installed a 'public access defibrillator' within the village. Appropriate training in CPR & Defibrillator use has been provided to a large number of residents on a voluntary basis. The equipment has been</p>

		<p>used on several occasions to assist with providing first aid prior to attendance of emergency services. The equipment is registered with The South Western Ambulance Service and available for use by members of the public.</p> <p>3. To promote an improved liaison with Police: The association has worked in partnership with the local Police to provide a community speed watch (CSW) group to help reduce traffic speed and minimise harm of injury to its residents. The CSW group deploys the speed detection equipment, reporting results directly to the Police for any necessary action.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have ensured a consistent approach to its activities and undertaken them in accordance with Charity Commission guidance documents PB1, PB2 and PB3.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Not included
Policy on social investment including program related investment	Para 1.38	Not included
Contribution made by volunteers	Para 1.38	Not included
Other		None

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 activities of the charity have been widely affected by the restriction imposed by the Government during the COVID 19 pandemic.</p> <p>Throughout the COVID restrictions the Association coordinated a system within the community to ensure any of the more vulnerable residents had the support of a volunteer to help with tasks such as grocery shopping, collection of medicines and supplies, thereby minimising exposure risks to those persons.</p> <p>The Association provides a well-equipped open space for children to visit for recreational purposes. This has been the fourth year of operation and indications are the area is well used on a daily basis (when restrictions allow) and complements the increased numbers of younger families who have become residents of the village and surrounding parish. The site and equipment are maintained and insured by the BCA</p> <p>The Association has provided appropriate CPR & defibrillator training for up to 32 residents, although a number have departed the village, current numbers are 27. The charity has been unable to provide the usual annual refresher training or to seek additional volunteers to undergo training. Once COVID restrictions are lifted, the aim would be to increase numbers. The status of the equipment is reported upon monthly to the local Ambulance Service to confirm serviceability and readiness for any medical emergency. The equipment has not been used during the past year to assist with any related emergencies</p> <p>The Association currently has 5 trained Community Speed Watch (CSW) volunteers; however, they have been unable to deploy during this period of restrictions.</p> <p>The Association continues to use a group of volunteers to form the Village Appearance Group which has taken the lead to encourage the community to improve the overall appearance of the village and seek to improve overall wellbeing through its actions.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Not included
Performance of fundraising activities against objectives set	Para 1.41	Not included
Investment performance against objectives	Para 1.41	Not included
Other		None

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The current financial reserves are considered to be sufficient to meet the requirements as defined within the association financial reserves policy
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>The Association continues to operate with a very limited source of funding and expenditure.</p> <p>The limited income, primarily from lottery club membership subscription and ad hoc donations remains the primary source of money to achieve the current objectives.</p> <p>The children's play area equipment has a substantial manufacturer's warranty for major component parts, although trustees have a duty to ensure funding is made available for the common operating costs such as: liability and possessions insurance, costs for maintenance and inspections of play equipment and area, consumables for the defibrillator and administration costs.</p>

		<p>The trustees have:</p> <ul style="list-style-type: none"> Decided to hold limited financial reserves of £1,500 Reserves will be required to cover fluctuations in payments; meeting specific future needs, to take action if income falls below expectations, and have a contingency for potential risks.
Amount of reserves held	Para 1.22	£2,874.12p
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None

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	Not included
Investment policy and objectives including any social investment policy adopted	Para 1.46	Not included
A description of the principal risks facing the charity	Para 1.46	No risks identified
Other		None

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Association Constitution published on 15 th February 2017
How is the charity constituted? (e.g., unincorporated association, CIO)	Para 1.25	CIO
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	Trustees are elected by members of the association at the Annual General meeting (In accordance with paras 12, 13 & 14 of the constitution)

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	Not included
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The trustees have delegated certain responsibilities to committees/groups for the management of certain association activities, in accordance with 'terms of reference' policy document. The committees/groups formed for the reported year are: <ul style="list-style-type: none"> • General committee to include CSW • Village Appearance Group
Relationship with any related parties	Para 1.51	Not included
Other		None

Reference and Administrative details

Charity name	Burton Community Association
Other name the charity uses	Not applicable
Registered charity number	1171730
Charity's principal address	Church Cottage, Burton, Wiltshire SN14 7LS

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	Paula Coyle	Chair		
2	Alistair Caie	Treasurer		
3	Christopher Bennett	Secretary		
4	Judith Bird			
5	James Pearse			
6	Missy Sell			
7	James Towers		01/04/20 – 29/10/20	
8	Cynthia Walsh			
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Director name		
Not applicable		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Alistair Caie	01/04/20 - 11/01/21	Play area leasehold title transferred to BCA from 11/01/21
Grant Cambridge	01/04/20 - 11/01/21	Play area leasehold title transferred to BCA from 11/01/21
Philippa Gilbert	01/04/20 - 11/01/21	Play area leasehold title transferred to BCA from 11/01/21

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Leasehold title of play area land only
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	BCA objectives apply only
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	No separate arrangements required

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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n/a		

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

n/a

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Not applicable



Other optional information

None

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	JUDITH BIRD	James Pearse
Position (eg Secretary, Chair, etc)	TRUSTEE	Trustee.
Date	29.6.21	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Burton Community Association

No of entry
1171730

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01/04/2020		31/03/2021

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 £
A1 Receipts					
Donations	115	250	-	365	120
Pizza commission	39	-	-	39	-
HMRC Gift Aid repayment	30	-	-	30	-
100 Club Lottery	3,105	-	-	3,105	2,975
Grant	-	-	-	-	257
Halloween event (net)	-	-	-	-	72
Xmas Dinner	-	-	-	-	1,470
	-	-	-	-	-
Sub total (Gross income for AR)	3,289	250	-	3,539	4,894
A2 Asset and investment sales, (see table).					
None	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	3,289	250	-	3,539	4,894
A3 Payments					
Defibrillator battery	-	150	-	150	-
Play area kite sign	-	36	-	36	-
Play area transfer consent fees	-	660	-	660	-
Play area annual inspection	-	150	-	150	150
Insurance	380	-	-	380	373
100 Club Lottery licence	20	-	-	20	20
100 Club Lottery prizes	1,410	-	-	1,410	1,490
Costco card	-	-	-	-	28
Xmas Dinner	-	-	-	-	1,470
Defibrillator pads	-	-	-	-	54
Path lights	-	-	-	-	81
Road signs & cones	-	-	-	-	132
Plants & topsoil	-	-	-	-	144
	-	-	-	-	-
Sub total	1,810	996	-	2,806	3,940
A4 Asset and investment purchases, (see table)					
Lawn mower	-	620	-	620	-
	-	-	-	-	-
Sub total	-	620	-	620	-
Total payments	1,810	1,616	-	3,426	3,940
Net of receipts/(payments)	1,479	- 1,366	-	113	954
A5 Transfers between funds	- 650	650	-	-	-
A6 Cash funds last year end	2,265	3,725	-	5,990	5,036
Cash funds this year end	3,094	3,009	-	6,103	5,990

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				
	HSBC account	3,094	3,009	-
CQXX R1 accounts (SS)	1	-	-	09/06/2021 -

	-	-	-
Total cash funds	3,094	3,009	-

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

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)
		-	-
		-	-
		-	-
		-	-
		-	-

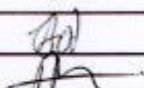
B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
Lawnmower	Village Appearance	620	587
Defibrillator	Defibrillator	1,400	656
Strimmers	Village Appearance	185	57
Lawnmower	Village Appearance	300	70
Bench Seat (Triangle)	Village Appearance	540	452
Road signs & cones	Village Appearance	132	108
Play Area equipment	Play Area	23,000	18,394
Play Area benches	Play Area	1,080	846
Gazebo	General	200	40

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
Lottery prizes April & May 2021	100 Club Lottery	220	
Legal fees transfer of play area title	Play area	427	
		-	
		-	
		-	

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

Signature	Print Name	Date of approval
	JUDITH BIRD	24/6/21
	JAMES PEARSE	29/6/21



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Burton Community Association

On accounts for the year
ended

31 March 2021

Charity no
(if any)

Set out on pages

1 + 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2021.

Responsibilities and
basis of report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.~~ *R*

R I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

John Tyler

Date:

7 June 2021

Name:

John Tyler

Relevant professional
qualification(s) or body

(if any):

Address: 31A Cam Green
Cam, Dursley
Glos GL11 5HL

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Date: 1 June 2021

Signature: [Signature]

Signature

Name: John Tyrer

Name: John Tyrer

Relevant professional qualification(s) or body