

Burton Community Association

AGM 2023-24
Sunday 21st July 2024





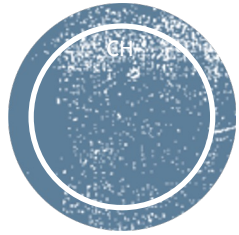
Agenda



- Welcome and introductions.
- Apologises.
- Minutes from 2023 AGM.
- Actions arising from 2023 AGM.
- Trustee's Annual Report for 2023-24.
- Election of 2024-25 Trustees.
- Focus on the year ahead - open forum.



Welcome and introductions



CHAIR: George Hockin

SECRETARY: Christopher Bennett

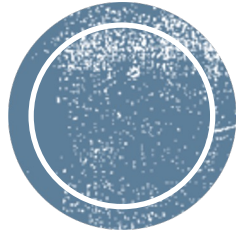
TREASURER: James Pearse

TRUSTEES: As above plus Trystan Hitchens, Paula Coyle, Lydia Thornton, Cynthia Walsh, Paul Hawkes.

MEMBERS UPDATES: Paula Coyle stood down from chair in September 2023 and the trustees elected George Hockin as chair.



Minutes and actions arising from 2023 AGM



Action			
14/09/21/1	CB	Offer first aid session to residents for children.	On-going
09/07/23/1	CB	Liaise with Alistair Caie to produce an article for the next Bugle newsletter seeking additional volunteers to join the CSW team.	Completed
09/07/23/2	PC	Consider exploring additional ways to reduce speed within the village, to include chicanes, humps in the road and rumble strips. Resident Al Caie asked if any of the BCA Committee to take this project forward. Agreed to be discussed at next BCA meeting	On-going
09/07/23/3	CB	(CW) requested plan to arrange a meeting of the Appearance Group and discuss some ideas.	On-going
09/07/23/4	JP & CB	Speak with management of the OHH pub and coordinate suggestions/requirements for Christmas party from the village residents.	On-going
09/07/23/5	CB	Seek ways to promoted BCA and encourage volunteers - raise this as an agenda item for the next BCA trustees meeting	On-going
09/07/23/6	CB	(PH) suggested we make better use of available funds with community ideas - raise this as an agenda item for next BCA trustees meeting.	On-going
09/07/23/7	PC & CB	(TH) suggested we should contact Green Square Accord Housing to obtain update on proposals for land adjacent to The Meads	On-going
09/07/23/8	CB	(via email) Amanda Read suggested we consider a 10 th anniversary event to celebrate the formation of the BCA - include this on the agenda for the next trustees meeting	On-going
09/07/23/9		Seek ideas for ways in which we can support our more senior members of community - raise this point as an agenda item for the next BCA trustees meeting	On-going



Trustee Annual report



Purpose/ objectives of BCA:

Establish and maintain children's play area.

Promote good citizenship and greater public participation and solution of crime.

Preserve and protect health and to relieve sickness.



Socials

- The BCA put on and supported a range of events this year.
- Some annual events, such as:
 - Village BBQ.
 - Christmas party children.
 - Christmas party adults.
- BCA 10 years celebrations - put on to celebrate 10 years since BCA started. Village invited to attend and invitation was extended to previous committee member who have moved away from the village.
- Would welcome ideas for events or regular groups or volunteers.





Play park

- Continues to provide an area for children in the village for recreational purposes.
- In its seventh year.
- Indications that this area is used by the children of the village as well as people visiting the area.
- BCA maintains by organising an annual site inspection (29th January 2024) and covered the insurance.
- July 2024 a group of volunteers helped to clean and maintain the play park over a weekend.





Community speed watch

- Stats for April 2023 to March 2024:
- Neighbourhood Watch - James Pearse is the coordinator and is responsible for circulating updates.
- Speed reduction in parts of village - Reduction of speed from 40mph to 30 mph on Hillside has been put out to consultation. Reduction of speed from 30mph to 20mph from the triangle up to the play park, including around church hill has been put out to consultation. Now awaiting final decision after comments. It has been requested to extend 20mph limit out further than Burton Farm on Nettleton Road.

NO OF 1 HOUR SESSIONS		126
VEHICLES OBSERVED		27320
REPORTED VEHICLES		
SPEED	NUMBER	PERCENT
36+	689	2.45%
of which		
36-39	513	1.88%
40-44	139	0.51%
45+	17	0.06%





Village appearance

- Volunteers in the village work hard to maintain the appearance of the village.
 - Clearing step of leaves.
 - Mowing the grass.
 - Trimming verges to allow visibility.
 - Looking at the flowers throughout the village.
- Had issues with rubbish, including emptying of dog poo bins.
- Requests made to parish council this year to have drains assessed and cleared due to water collecting on the roads during heavy rainfall.





Health and wellbeing

Defibrillator:

- Located outside OHH.
- BCA continues to maintain the defibrillator - monthly inspections and report online to 'The Circuit' who monitor it.
- No purchases were made this financial year.

CPR:

- Training is not mandatory for our volunteers, though a refresher course can be offered periodically
Training this year was provided for three members of staff at OHH.
- More volunteers welcomed.

Wellbeing:

- Trustees are in the process of dividing the village up in to sections, with a trustee allocated to each area. In the event of an emergency or incident the trustee is to check up on residents.





100 club lottery

- The 100 club was formed in 2015, providing a monthly draw in which subscription payments provide the prizes. The subscription is £5 a month.
- For the current year, ending May 2024, the income from subscription was £3,480. Of this, £20 was paid for the licence fee (which is from Wiltshire Council and renewed in May each year) and £1,430 was prize money. Leaving £2,030 available to the BCA.
- Monthly draw continues to take place, usually at the OHH, on last Friday of the month. The draw is done by different person each month, without a connection to a member of the lottery, so often a visitor to the village.
- 100 Club is a key part to providing regular funding for the BCA activities and the trustees hope residents will continue to subscribe to the lottery, ensuring funds are available for the BCA to meet on going commitments.
- For the 2023-24 there were 58 members, which was an increase of 1 on the year before.





Financial

- Up to end of June:

ACCOUNTS	Goal	Year Start	Cleared	Balance
Play Area		3,601.17	0.00	3,601.17
Defib		259.04	0.00	259.04
VA Group		277.50	-64.00	213.50
100 Club		2,565.98	2,135.00	4,700.98
General		711.60	-36.60	675.00
		n/a	0.00	0.00
		n/a	0.00	0.00
		n/a	0.00	0.00
		n/a	0.00	0.00
		n/a	0.00	0.00
		n/a	0.00	0.00
Insert more rows above this one and then copy formulas down.				
			7415.29	Total: 9,449.69

Unrestricted vs Restricted Funds		Fund totals	Amounts	% of total
Restricted Funds	Play Area	3,601.17	4,073.71	43%
	Defib	259.04		
	VA Group	213.50		
Unrestricted Funds	100 Club	4,700.98	5,375.98	57%
	General Fund	675.00		
			9,449.69	





Election of 2024-25 Trustees.



5 existing trustees remain as elected.

3 trustees are seeking re-election

Paula Coyle

Lydia Thornton

Trystan Hitchens



Focus on the year ahead



Open forum





AOB



Website needs updating to correctly reflect current trustees and positions.



FINAL 23/24



CHARITY COMMISSION
FOR ENGLAND AND WALES

Burton Community Association

1171730

Receipts and payments accounts

CC16a

For the period
from

01/04/2023

To

31/03/2024

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	-	-	-	-	180
100 Club Lottery	3,310	-	-	3,310	3,285
Christmas Party tickets	900	-	-	900	930
Burton Calender Funds	-	-	-	-	125
Raffle Ticket Monies (Christmas Party)	-	-	-	-	239
HMRC Gift Aid repayment	-	-	-	-	-
Sub total (Gross income for AR)	4,210	-	-	4,210	4,759
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	4,210	-	-	4,210	4,759
A3 Payments					
Defibrillator Pads	-	-	-	-	218
Play Area Annual Inspection	-	178	-	178	156
Insurance	440	-	-	440	420
100 Club Lottery Licence	20	-	-	20	20
100 Club Lottery Prizes	1,540	-	-	1,540	1,430
Christmas Party (OHH Pub)	930	-	-	930	720
Christmas Party MiniBus Hire	-	-	-	-	395
Lawnmover Service	187	-	-	187	130
Lawnmover Replacement Wheels	70	-	-	70	-
HSBC Bank Charges	66	-	-	66	70
AGM Room Hire	25	-	-	25	25
HM King Charles III Coronation Party	200	-	-	200	-
Website Domain Renewal Fee	11	-	-	11	-
Consumables (Printer ink)	39	-	-	39	-
Jubilee Party (Queens)	-	-	-	-	500
Footpath lights (batteries)	-	-	-	-	13
Plants (village)	-	-	-	-	92
Raffle Prizes	-	-	-	-	180
Sub total	3,528	178	-	3,706	4,369
A4 Asset and investment purchases. (see table)					
Power Washer	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	3,528	178	-	3,706	4,369
Net of receipts/(payments)	682	- 178	-	504	390
A5 Transfers between funds	- 1,500	1,500	-	-	-
A6 Cash funds last year end	3,655	3,255	-	6,910	6,519
Cash funds this year end	2,837	4,577	-	7,414	6,909

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

Categories
CCXX R1 accounts (SS)

Details

1

Unrestricted
funds
to nearest £

Restricted
funds
to nearest £

Endowment
funds
to nearest £
13/06/2024

B1 Cash funds

HSBC Account	3,278	4,138	-
	-	-	-
	-	-	-
Total cash funds	3,278	4,138	-
(agree balances with receipts and payments account(s))	Agreed 28/37	Agreed 45/77	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)
Lawnmowers	Village Appearance	920	562
Defibrillator	Defibrillator	1,400	561
Power Washer	Village Appearance	95	69
Bench Seat (Triangle)	Village Appearance	540	386
Road Signs & Cones	Village Appearance	132	92
Play Area Equipment	Play Area	23,000	15,727
Play Area Benches	Play Area	1,080	723
Gazebo	General	200	34
		-	-

B5 Liabilities

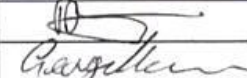
Details	Fund to which liability relates	Amount due (optional)	When due (optional)
Lottery prizes April & May 2024	100 Club Lottery	220	
		-	
		-	
		-	
		-	

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

Signature

Print Name

Date of approval



JAMES PEARSE

21/7/24

GEORGE HOCKIN

21/7/24

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Burton Community Association

On accounts for the year
ended

31 March 2024

Charity no
(if any)

1171730

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

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.~~

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:

13 June 2024

Name:

JOHN TYLER

Relevant professional
qualification(s) or body

(if any):

Address:

Section B	Disclosure
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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.