

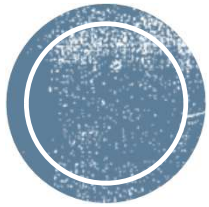
Burton Community Association

AGM 2024-25
Sunday 18th May 2025





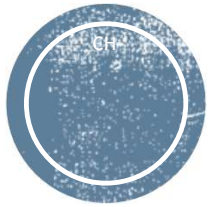
Agenda



- Welcome and introductions.
- Apologises.
- Minutes of 2024 AGM.
- Actions arising from 2024 AGM.
- Trustee's Annual Report for 2024-25.
- Election of 2025-26 BCA 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:



Minutes and actions arising from 2024 AGM

Action			
14/09/21/1	CB	Arrange first aid session(s) for village children	Completed
09/07/23/2 (Linked with 21/07/24/1 below)	PC	Discuss points raised by residents regarding exploring possibilities of introducing various 'speed calming' measures on village roads, and seek a committee member to take the lead, at the next BCA meeting	On-going
09/07/23/6	CB	Raise as an agenda item for next BCA trustees meeting - to discuss ways of engagement with residents for ideas on use of excess funds on projects/needs	Completed
09/07/23/9 (Linked with 21/07/24/3 below)	CB	Raise as an agenda item for the next BCA trustees meeting – to discuss ideas for ways to support the more senior members of our community	Completed
21/07/24/1	PC	Research SID equipment and costs	On-going
21/07/24/2	JP	Arrange Christmas party at the OHH pub for 13 th Dec 2024	Completed
21/07/24/3	CB	Produce a document outlining the 'Zones' of the village and nominated trustee for each one	Completed
21/07/24/4	CW	Obtain details of visits to the Wentworth puzzle factory	Completed
21/07/24/5	GH	Liaise with parents of young children to obtain views on acquiring new equipment for the play area	Completed
21/07/24/6	CB	Speak with gardening company who manage the village planters in Yatton Keynell and obtain quotes for our planters	Completed



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 - including karaoke which was a success.
 - Halloween trick or treat.
- 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 eighth 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 (20th January 2025) and covered the insurance.
- The table, which was damaged, has been repaired and refreshed. It is no longer anchored to one spot.





Community speed watch

- Stats for May 2024 to April 2025:
- The equipment is now shared with Sherston so there has been a reduction on sessions since last year.
- Neighbourhood Watch - James Pearse is the coordinator and is responsible for circulating updates.
- Speed reductions, which had been approved, are now in place. On Hillside it is now 30 mph, between the triangle and play park it is 20 mph, around church hill it is 20 mph. The request for reduction to extend past play park to Burton Farm on Nettleton road was unsuccessful and it remains 60 mph.

NO OF 1 HOUR SESSIONS		73
VEHICLES OBSERVED		14581
REPORTED VEHICLES		710
SPEED	NUMBER	PERCENT
36+	355	2.43%
of which		
36-39	272	1.86%
40-44	69	0.47%
45+	14	0.10%





Village appearance

- Volunteers in the village work hard to maintain the appearance of the village.
 - Clearing steps of leaves.
 - Mowing the grass.
 - Trimming verges to allow visibility.
 - Looking at the plants/flowers along the village verges/beds.
 - Spray cleaning signs and white village boundary gates.
- Had issues with rubbish, including emptying of dog poo bins, also the play park bin being misused.
- In April, a village tidy-up day was held and several members turned up to help give the village a spring clean. This included clearing verge areas around the village, making overgrown footpaths safe and clearing vegetation from the brook to reduce risk of flooding.
- Due to request for parish council this year to have drains assessed and cleared due to water collecting on the roads during heavy rainfall, a parish warden dispatched and assessed that nothing was required. Unfortunately, later in the year, in November, The Street flooded.





Health and wellbeing

Defibrillator:

- Located outside OHH.
- BCA continues to maintain the defibrillator - monthly inspections and report online to 'The Circuit' who monitor it.
- Defibrillator pads were purchased in September 2024.

CPR:

- Training is not mandatory for our volunteers, though a refresher course can be offered periodically Training was provided for two members of staff at OHH in 2024.
- More volunteers welcomed.

Basic emergency response for children:

- In September 2024 7 children from the village attended an informal training session about how to response in an emergency.





Health and wellbeing

Wellbeing:

- The village has been divided up with a trustee allocated as port of call if needed. Trustees were asked to deliver a leaflet with their contact details on to each house in their area.

Community WhatsApp:

- November 2024 - floods in the village and several members of the village gathered to help clear water and reduce damage.
- In response a community WhatsApp has been set up which can be used in emergencies.
- Also able to have additional groups, with a focus.
- As of April 2025, 32 households have joined.





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.
- Subscription payment are split 50% for cash prizes, 50% to be used for community/ association projects.
- For the current year, ending May 2025, the income from subscription was £3,500. 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 £2,050 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 2024-25 there were 59 members, which was an increase of 1 on the year before.
- There has been an increase in using online banking and standing orders.



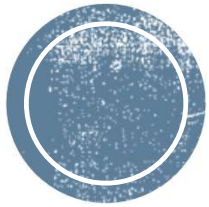
Financial

ACCOUNTS	Goal	Year Start	Cleared	Balance
Play Area		3,601.17	-840.51	2,760.66
Defib		259.04	-69.60	189.44
VA Group		277.50	-128.00	149.50
100 Club		2,565.98	-930.00	1,635.98
General		711.60	1,933.90	2,645.50
		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
<i>Insert more rows above this one and then copy formulas down.</i>				
			7415.29	Total: 7,381.08

Unrestricted vs Restricted Funds		Fund totals	Amounts	% of total
Restricted Funds	Play Area	2,760.66	3,099.60	42%
	Defib	189.44		
	VA Group	149.50		
Unrestricted Funds	100 Club	1,635.98	4,281.48	58%
	General Fund	2,645.50		
			7,381.08	



Election of 2024-25 Trustees.



4 existing trustees remain as elected.

4 trustees are seeking re-election

George Hockin

James Pearse

Cynthia Walsh

Paul Hawkes



Focus on the year ahead

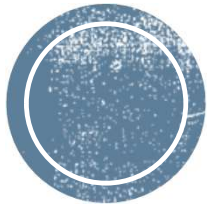


Open forum





AOB





CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name **Burton Community Association** No (if any)

Receipts and payments accounts

CC16a

For the period from **1st April 2024** To **31st March 2025**

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					
100 Club Lottery	3,500	-	-	3,500	3,310
Christmas Party Tickets	1,138	-	-	1,138	900
Misc	25	-	-	25	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	4,663	-	-	4,663	4,210
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	4,663	-	-	4,663	4,210
A3 Payments					
100 Club Lottery Licence	20	-	-	20	20
100 Club Lottery Prizes	1,430	-	-	1,430	1,540
Play Area Annual Inspection	-	186	-	186	178
Insurance	-	453	-	453	440
Christmas Party (OHH Pub)	1,134	-	-	1,134	930
Lawnmower Service	144	-	-	144	187
HSBC Bank Charges	66	-	-	66	66
AGM Room hire	25	-	-	25	25
Diesel for Power Washer	-	15	-	15	-
Teak Oil for Commemorative benches	-	85	-	85	-
Plants & Compost	-	64	-	64	-
Play Area Fence paint	-	75	-	75	-
Wood & Bolts - Repair Play Area Bench	-	26	-	26	-
Bird Boxes	-	64	-	64	-
BCA 10th Anniversary Party	500	-	-	500	-
Christmas Tree Lights	80	-	-	80	-
Footpath Lights (batteries)	15	-	-	13	-
Christmas party Karaoke Hire	40	-	-	40	-
BCA Website Hosting	197	-	-	197	-
Defib Pads	-	70	-	70	-
Printer Card	7	-	-	7	-
Sub total	3,658	1,038	-	4,696	3,386
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	3,658	1,038	-	4,696	3,386
Net of receipts/(payments)	1,005	- 1,038	-	- 33	824
A5 Transfers between funds	- 3,000	3,000	-	-	-
A6 Cash funds last year end	2,837	4,577	-	7,414	-
Cash funds this year end	842	6,539	-	7,381	824

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 Bank	4,281	3,100	-
		-	-	-
		-	-	-
	Total cash funds	4,281	3,100	-

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

Agreement Error

Agreement Error

OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Lawnmowers	Village Appearance	920	455
	Defibrillator	Defibrillator	1,400	455
	Power Washer	Village Appearance	95	56
	Bench Seat (Triangle)	Village Appearance	540	312
	Road Signs & Cones	Village Appearance	132	75
	Play Area Equipment	Play Area	23,000	12,739
	Play Area Benches	Play Area	1,080	585
	Gazebo	General	200	28
			-	-

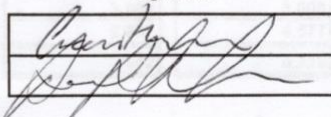
Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Lottery Prizes April & May 2025	100 Club Lottery	220	
			-	
			-	
			-	
			-	

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

Signature

Print Name

Date of approval



GEORGE HOCKING
PAUL HAWKES

18 MAY 25
18 MAY 2025

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

1st April 2024 – 31st March 25

Charity no
(if any) 1171730

Set out on pages

(Remember to include the page numbers of additional sheets)

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 03 / 2025.

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.

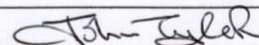
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below*) which gives me cause to believe that in, any material respect:

- 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:



Date:

6 May 2025

Name:

JOHN TYLER

Relevant professional
qualification(s) or body

N/A

(if any):

Address:

31A CAM GREEN

CAM, DURSLEY, GLOUCESTERSHIRE

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.

I report in respect of my examination of the accounts of the above charity ("the Charity") for the year ended 31st March 2018.

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 formed 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.

(The charity's gross income provided £254,500 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable accounting body], Date: [] / / if not applicable.

I have completed my examination. I confirm that no material matters have drawn to my attention in connection with the examination (other than those disclosed below) which give 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 noted 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.

Signature:

[Signature]

Date:

14 May 2018

Name:

John Tyler

Relevant professional qualification(s) or body

N/A