

# BUNGAY COMMUNITY SUPPORT

England & Wales · Charity number 1200141

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2022-08-22

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 28 Wingfield Street  
Bungay  
Suffolk  
NR35 1EZ

**Phone** 03003652955

**Email** [bungaycsinfo@bungaycs.org.uk](mailto:bungaycsinfo@bungaycs.org.uk)

**Website** <https://bungaycommunitysupport.org.uk/>

## Activities

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**Objects:** TO PROVIDE RELIEF TO THOSE PEOPLE IN BUNGAY AND SURROUNDING VILLAGES IN A 6-MILE RADIUS IN EAST SUFFOLK AND SOUTH NORFOLK WHO ARE IN NEED BY REASON OF THEIR AGE, ILL-HEALTH, DISABILITY, FINANCIAL HARDSHIP OR SOCIAL OR ECONOMIC DISADVANTAGE, BY MEANS OF PRACTICAL SERVICES, ADVICE AND ASSISTANCE, AND BY ASSISTING AND CO-ORDINATING WITH VOLUNTARY AND OTHER ORGANISATIONS INCLUDING THE LOCAL AUTHORITY IN ORDER TO PROVIDE PRACTICAL SERVICES.

**Activities:** To provide relief to those people in Bungay and surrounding villages in a 6-mile radius who are in need, by providing practical services, advice & support.

## Classification

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- **How:** Provides Services
- **What:** Disability
- **Who:** Elderly/old People, People With Disabilities, Other Defined Groups

## Geography

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- Norfolk
- Suffolk

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-03-31	£62,144	£75,723	-	-
2024-03-31	£116,125	£58,962	-	-
2023-03-31	£75,876	£49,020	-	-

## Trustees

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Name	Role	Appointed
<b>Susan Collins</b>	Chair	2022-08-22
ANTONY JOHN OLIVER DAWES		2022-08-22
Linda Christine Bailey		2022-08-22
Philip James Love		2022-08-22
Ruth Terry		2024-10-14
Wendy Elizabeth Walpole		2024-01-10

**BUNGAY COMMUNITY SUPPORT**

England & Wales - Charity number 1200141

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# Accounts

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**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2025**  
**FOR**  
**BUNGAY COMMUNITY SUPPORT**

**BUNGAY COMMUNITY SUPPORT  
REPORT OF THE TRUSTEES  
for the year ended 31 March 2025**

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Constitution and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2019).

**Objectives and activities**

The purpose of Bungay Community Support (BCS) is set out in its Charitable Constitution to provide relief to those people in Bungay and surrounding villages in a 6-mile radius in East Suffolk and South Norfolk who are in need by reason of their age, ill-health, disability, financial hardship or social or economic disadvantage, by means of practical services, advice and assistance, and by assisting and co-ordinating with voluntary and other organisations including the local authority in order to provide practical services.

**Main activities undertaken for the public benefit**

The Trustees have paid due regard to guidance issued by the Charity Commission on public benefit in deciding what activities the Charity should undertake.

**ACHIEVEMENTS AND PERFORMANCE**

The work of BCS continues to grow, with an increase in footfall averaging now over 70 per week over the 3 days we are open to the public. Staff and volunteers continue to welcome visitors to use the range of services available at our welcoming community hub which include

- A Food Hall – for payment of a small sum, member shoppers can select from a wide range of ambient products, fresh meats, fish, bread, fruits & vegetables up to a value of at least six times their payment. The savings made by families facing financial hardship enables them to divert funds towards other areas of their budgets. We are grateful to the local community & local retailers for all their healthy donations. Thanks to funding from Suffolk Community Foundation, we are now able to open the Food Hall 1 ½ days per week, providing food to 70 residents of Bungay (54% being children).

We have introduced a wraparound service of support to our Food Hall members and applicants. On application and at 6-month renewal, residents have an interview with ESC Financial Inclusion Team who can confidentially review a person's financial position and look for opportunities to increase income, reduce spending and deal with debts to improve the financial situations of Food Hall users.

- Merry Go Rounds (formerly Baby Basics) provides support and assistance to parents and caregivers in our community by offering high-quality pre-loved and new baby and toddler clothing (ages 0-3 years) at no cost.

- A community hub, a warm, welcoming social centre where local residents can meet to avoid social isolation, have free refreshments, take part in activities, jig saws, games etc, find information or just meet, making friends. We were able to hold the Warm Welcome project here in winter 22/23, welcoming 293 visitors during the 22-week project. Overall, since opening in July 2023, records show an average of 46 visitors a week have used Number 28. We are extremely grateful to all the dedicated volunteers who make these services so welcoming.

During the winter months of 24/25 BCS once again held Warm Welcomes sessions over its 3-days of opening each week, aimed at providing a safe, warm and welcoming environment where people can come to keep warm, socialise and connect with others and access additional information, advice and support from local partners. We linked this with additional funding from ESC Cost of Living Fund, which enabled BCS to run a multi-faceted interlinking programme to assist residents facing financial hardship at the most difficult time of the year:

Free distribution of warm packs of clothing

Free distribution of specific bags of healthy food that residents to cook at home, available to non-members as well as members of the BCS Food Hall facing financial hardship, during a time of year when warm healthy food or even bigger portions are essential to maintain wellbeing.

As part of this project, we were able to refer 7 households to ESC Warm Homes Healthy People Winter Handy person Offer. This team support households on low income or those vulnerable to the cold with **FREE** energy efficiency measures to help make their home warmer and cheaper to heat this winter.

**BUNGAY COMMUNITY SUPPORT  
REPORT OF THE TRUSTEES  
for the year ended 31 March 2025**

BCS received short-term funding from Suffolk Community Foundation Household Support Fund, that enabled our charity to provide grants to support those in financial hardship. Working in partnership with ESC Financial Inclusion Team for additional guidance and support, we:

Purchased a range of vouchers of differing values from local supermarkets that enabled our shoppers to purchase groceries & other items either immediately, or over a longer period of time.

We also assisted families and individuals by helping to cover the cost of heating, electricity, water, and other essential utilities, ensuring that homes remain warm and habitable during the winter months.

Raised funds for the purchase and installation of a Defibrillator, which is open for community use on the outside of our premises.

Become an outreach base for other services that otherwise would not be available in Bungay, meaning that residents would either have to pay to travel to use them. These include Citizens Advice, DWP Job Club, Realise Futures, East Suffolk Financial Inclusion Team. All report high attendance from local residents for their advice in financial matters. We have also become an outreach based for Norfolk & Suffolk NHS Foundation Trust who hire the premises for a whole day each week to hold pre-booked Talking Therapy sessions.

Understanding IT – our 1:1 support service for those having difficulty using mobile phones/computers.

We continue to operate a shopping & medicines delivery service and a befriending service to those facing social isolation with over 90 clients “on the books”.

We are developing a working partnership with the local Social Prescriber and with it an increasing number of referrals for a befriending service in addition to our other services.

The appointment of a new Trustee, who will enhance the Board with her experience in areas of mental health and safeguarding.

BCS prides itself that it is an organisation run by the community for the community. All Trustees, volunteers & staff are local, with all staff being former service users. Trustees are constantly listening to members of the community seeking their views on potential services & developments as how best to support those in need as per our charitable objectives.

**Staffing changes**

We started the year retaining the skills of Barley Moyes, our Food Hall Supervisor, and Ryan Clarke, our IT Support Officer. With the funding received from Lottery Awards for All we were able to appoint Gemma Goldspink as Volunteer Coordinator in June 2024. Gemma, like Ryan, had been a former user of BCS services so is able to bring life experience to the role. However, we were particularly saddened when Barley announced her resignation March 2025 to follow her hobby as a talented artist. She was replaced by Natalia Revkova, also a former user of BCS services, who brings with her a vast wealth of project management together with an affinity with people.

**FINANCIAL REVIEW**

Trustees are delighted to announce that Bungay Community Support finds itself in a very positive financial situation at the end of this period. Reserves currently exceed the anticipated level as stated in the Reserves Policy for the forthcoming year due to funding gained from The People’s Project, Suffolk Community Foundation, East Suffolk Council & Bungay Town Council to run projects in the new community hub of Number 28. Trustees would like to thank all the donors who have made contributions to BCS funds during the year.

## **BUNGAY COMMUNITY SUPPORT REPORT OF THE TRUSTEES for the year ended 31 March 2025**

### **Reserves policy**

It is the Trustees' policy to maintain reserves at a level it considers necessary to meet cash flow requirements. Trustees also passed a resolution to open a new bank account for the purpose of holding funds for future staffing contingencies or unexpected demands on BCS resources. For the financial year 24/25 the sum to be held on deposit in a restricted account is to be £30,000 but will be reviewed annually.

### **Principal funding sources**

BCS relies on submitting funding applications to statutory bodies and charitable trusts for its funding. For 2024/25 we

- entered the second year of a Service Level Agreement with Bungay Town Council for contributions towards food purchase within the Food Hall, an annual income of £5,000
- received Lottery Awards for All funding for core funding, a total of £19,991.
- Thanks to support from East Suffolk Council, we were able to receive funding for Warm Welcomes (£1083), Cost of Living Winter Support (£1998), and Food Resilience £10,000 to continue the project until 31<sup>st</sup> March 2026.
- Thanks to support from Suffolk Community Foundation, we were able to receive funding from Food Grant (£2,000) and Household Support Fund (£10,000).

We would also like to thank the generosity of the local community in their donations. Included in this are:

- Freemasons - £500
  - Rumborough Morris Dancers - £400
  - Peter Bennison's Christmas Raffle - £210
  - St. Margaret's Church choir service - £114
  - Bungay Town Christmas Lights switch on - £257
  - Earsham Tea Rooms, for facilitating & hosting a fundraising day for the defibrillator - £653 in total.
- But just as important are the residents who add to our collection boxes.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

The charity is controlled by its governing document, its Constitution, approved by the Charity Commission in August 2022, number 1200141.

### **Recruitment and appointment of new trustees**

New trustees are recruited and appointed by existing trustees.

### **Changes in Trustees**

We were sad that one of the original Trustees, Bob Prior, retired from the Board in July 2024. Bob had been instrumental in the establishing of Bungay Emergency Community Support with the onset of Covid in 2020 from which Bungay Community Support developed as a charity. His skills in negotiation and spearheading the practical works enabled us to transform the former butcher's shop into our flourishing community hub. We are pleased however to welcome Ruth Terry to the Board at the AGM in 2024. Ruth's experience in both the mental health and safeguarding sectors will add greatly to the skillset of the Board.

### **Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

**BUNGAY COMMUNITY SUPPORT  
REPORT OF THE TRUSTEES  
for the year ended 31 March 2025**

**Registered office**

The Limes  
18 Ditchingham Dam  
Bungay  
NR35 2JQ

**Trustees**

Mrs Susan Collins  
Mrs Linda Christine Bailey  
Mr Antony John Oliver Dawes  
Mr Philip James Love  
Robert Prior (resigned 15.07.24)  
Mrs Ruth Terry (appointed 14.10.24)  
Mrs Wendy Elizabeth Walpole

**Independent Examiner**

van Dijk Accountants  
11 Trinity Street  
Bungay  
Suffolk  
NR35 1EH

Approved by order of the board of trustees on 29 September 2025 and signed on its behalf by:

*Susan Collins*

S Collins - Chair

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
BUNGAY COMMUNITY SUPPORT  
CHARITY NUMBER 1200141**

I report on the accounts of the Bungay Community Support for the year to 31 March 2025 which are set out on pages 6 to 8.

**Responsibilities and basis of report**

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 of the Charities Act 2011 ("the Charities 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 procedure laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act
- to state whether particular matters have come to my attention

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.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention 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.



J van Dijk FMAAT  
van Dijk Accountants Limited  
11 Trinity Street  
Bungay  
Suffolk NR35 1EH

24 September 2025

**BUNGAY COMMUNITY SUPPORT**

Charity Number: 1200141

**RECEIPTS AND PAYMENTS ACCOUNT**

For the year to 31 March 2025

	£	2025 £	£	2024 £
	Unrestricted	Restricted	Total funds	Last year
<b>Receipts</b>				
Donations	1,711	1,691	3,402	35,948
Grants	-	50,072	50,072	77,252
Food hall sales	-	3,581	3,581	2,707
Other income	4,969	120	5,089	217
Holding funds - third party	-	-	-	-
<b>Total Receipts</b>	<b>6,680</b>	<b>55,464</b>	<b>62,144</b>	<b>116,125</b>
<b>Payments</b>				
Holding funds - third party	-	-	-	269
Repairs and renewals	-	3,810	3,810	4,985
Office expenses	-	706	706	978
Rent	-	5,146	5,146	5,249
Heat and Light	-	4,363	4,363	1,560
Telephone/internet	-	2,276	2,276	1,852
Salaries	4,206	20,608	24,814	21,373
Project Funding	-	10,104	10,104	-
Travel	-	396	396	422
Training	-	112	112	19
Cleaning/waste	-	813	813	591
Refreshments	1,012	97	1,109	109
Equipment	-	1,566	1,566	1,146
Insurance	-	612	612	598
Subscriptions	-	281	281	173
Events	-	-	-	83
Household Support Fund	-	550	550	-
Sundry	298	289	587	2,266
Accountancy	-	1,200	1,200	-
Professional fees	-	473	473	3,296
Food Hall	-	10,339	10,339	9,593
Plant and machinery	-	5,417	5,417	4,078
Office equipment	-	1,049	1,049	324
<b>Total Payments</b>	<b>5,516</b>	<b>70,207</b>	<b>75,723</b>	<b>58,962</b>
<b>Surplus/(deficit) for the year</b>	<b>1,164</b>	<b>(14,743)</b>	<b>(13,579)</b>	<b>57,163</b>
<b>Transfer between funds</b>			<b>0</b>	<b>0</b>

**BUNGAY COMMUNITY SUPPORT**  
**Charity Number: 1200141**

**CASH FUNDS**  
**At 31 March 2025**

	£	2025 £	£	2024 £
<b>Cash funds</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total funds</b>	<b>Last year</b>
Lloyds Account	34,785	27,461	62,246	105,994
Deposit Account	-	30,000	30,000	-
Cash in hand	358	-	358	189
<b>Balance carried forward</b>	<u>35,143</u>	<u>57,461</u>	<u>92,604</u>	<u>106,183</u>

<b>Movement During Year</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total funds</b>	<b>Last year</b>
Lloyds Account	1,164 -	44,912 -	43,748	57,067
Deposit Account	-	30,000	30,000	-
Cash in hand	169	-	169	96
<b>Net Movement</b>	<u>1,333 -</u>	<u>14,912 -</u>	<u>13,579</u>	<u>57,163</u>

<b>Summary movement</b>	<b>Cash funds</b>
Cash b/f	106,183
Net movement in year	- 13,579
Cash c/f	<u>92,604</u>

**BUNGAY COMMUNITY SUPPORT**  
**Charity Number: 1200141**

**STATEMENT OF NON CASH ASSETS AND LIABILITIES**  
**At 31 March 2025**

		2025		2024
	£	£	£	£
<b>Closing Assets and liabilities</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total funds</b>	<b>Last year</b>
Plant and equipment	-	9,622	9,622	4,206
Office equipment	-	1,731	1,731	682
Stock	150	-	150	150
Accruals	<b>Note 1</b> 600	-	600	600
<b>Balance carried forward</b>	<u>750</u>	<u>11,353</u>	<u>12,103</u>	<u>5,638</u>

**Note 1 Accruals**

Accruals reflects the annual accountancy charge for independent review.

The financial statements were approved by the trustees and signed on its behalf by:

*Susan Collins*

S Collins  
Chair

24 September 2025

**BUNGAY COMMUNITY SUPPORT**

England & Wales - Charity number 1200141

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# Accounts

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**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2024**  
**FOR**  
**BUNGAY COMMUNITY SUPPORT**

**BUNGAY COMMUNITY SUPPORT  
REPORT OF THE TRUSTEES  
for the year ended 31 March 2024**

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Constitution and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2019).

**Objectives and activities**

The purpose of Bungay Community Support (BCS) is set out in its Charitable Constitution to provide relief to those people in Bungay and surrounding villages in a 6-mile radius in East Suffolk and South Norfolk who are in need by reason of their age, ill-health, disability, financial hardship or social or economic disadvantage, by means of practical services, advice and assistance, and by assisting and co-ordinating with voluntary and other organisations including the local authority in order to provide practical services.

**Main activities undertaken for the public benefit**

The Trustees have paid due regard to guidance issued by the Charity Commission on public benefit in deciding what activities the Charity should undertake. To this end, during this extremely busy year BCS's achievements & performance includes:

Being a winner of The People's Project, an arm of the Lottery, one of only five finalists across the whole of East Anglia. Funding received gave financial security for the year, and to recruit 3 part-time staff.

Completed the transformation of a former shop into Number 28, a community hub from which the charity focusses its operations. These include:

- A Food Hall – for payment of a small sum, member shoppers are able to select from a wide range of ambient products, fresh meats, fish, bread, fruits & vegetables up to a value of at least six times their payment. The savings made by families facing financial hardship enables them to divert funds towards other areas of their budgets. We are grateful to the local community & local retailers for all their healthy donations. Since starting in July 2023, the Food Hall, open only 1 day per week, currently has 32 shoppers (at capacity) representing 82 residents of all ages, 55% of whom are children. Our waiting list is almost as large.

- Transfer of Baby Basics to Number 28 from a former less accessible site in the town. Operating one morning a fortnight, a total of 200+ visitors have used its services since opening here.

- A community hub, a warm, welcoming social centre where local residents can meet to avoid social isolation, having free refreshments, take part in activities, jig saws, games etc., find information or just meet, making friends. We were able to hold the Warm Welcome project here in winter 22/23, welcoming 293 visitors during the 22-week project. Overall, since opening in July 2023, records show an average of 46 visitors a week have used Number 28. We are extremely grateful to all the dedicated volunteers who make these services so welcoming.

- Become an outreach base for other services that otherwise would not be available in Bungay, meaning that residents would either have to pay to travel to use them. These include Citizens Advice, DWP Job Club, Realise Futures, East Suffolk Financial Inclusion Team. All report high attendance from local residents for their advice in financial matters.

- Understanding IT – a newly funded service to assist older people, or those with digital poverty, to understand how to use PCs, laptops or mobile phones. Part of the service is helping these residents use online banking, particularly important due to lack of local financial services, and how to stay safe online. Only operating since January 2024 on one morning a week, a total of 25 residents have used the service. With this funding we were also able to develop a new website.

- We continue to operate a shopping & medicines delivery service and a befriending service to those facing social isolation.

- The appointment of a new Trustee, who will have responsibility for fund-raising and participation in local events.

BCS prides itself that it is an organisation for the community by the community. All Trustees, volunteers & staff are local. Trustees are constantly listening to members of the community seeking their views on potential services & developments as how best to support those in need as per our charitable objectives.

**BUNGAY COMMUNITY SUPPORT  
REPORT OF THE TRUSTEES  
for the year ended 31 March 2024**

**FINANCIAL REVIEW**

Trustees are delighted to announce that Bungay Community Support finds itself in a very positive financial situation at the end of this period. Reserves currently exceed the anticipated level as stated in the Reserves Policy for the forthcoming year due to funding gained from The People's Project, Suffolk Community Foundation, East Suffolk Council & Bungay Town Council to run projects in the new community hub of Number 28. A major legacy of £30,000 was unexpectedly received from the estate of P. Hinsley; we are grateful to the family & Executors for this legacy. We also received a donation of £3,000 from an anonymous donor. Trustees would like to thank all the donors who have made contributions to BCS funds during the year. However, the search for financial sustainability is an ongoing concern to members of the Board.

**Reserves policy**

It is the Trustees' policy to maintain reserves at a level it considers necessary to meet cash flow requirements.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is controlled by its governing document, its Constitution, approved by the Charity Commission in August 2022.

**Recruitment and appointment of new trustees**

New trustees are recruited and appointed by existing trustees.

**Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

**Registered office**

The Limes  
18 Ditchingham Dam  
Bungay  
NR35 2JQ

**Trustees**

Mrs Susan Collins  
Mrs Linda Christine Bailey  
Mr Antony John Oliver Dawes  
Mr Philip James Love  
Mr Robert Prior  
Mrs Wendy Elizabeth Walpole (appointed 10.01.24)

**Independent Examiner**

van Dijk Accountants  
11 Trinity Street  
Bungay  
Suffolk  
NR35 1EH

Approved by order of the board of trustees on 14 October 2024 and signed on its behalf by:

*Susan Collins*

S Collins - Chair

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
BUNGAY COMMUNITY SUPPORT  
CHARITY NUMBER 1200141**

I report on the accounts of the Bungay Community Support for the year to 31 March 2024 which are set out on pages 4 to 6.

**Responsibilities and basis of report**

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 of the Charities Act 2011 ("the Charities 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 procedure laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act
- to state whether particular matters have come to my attention

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.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention 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.



J van Dijk FMAAT  
van Dijk Accountants Limited  
11 Trinity Street  
Bungay  
Suffolk NR35 1EH

27 September 2024

**BUNGAY COMMUNITY SUPPORT**

Charity Number: 1200141

**RECEIPTS AND PAYMENTS ACCOUNT**

For the year to 31 March 2024

	<b>2024</b>			<b>2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Receipts</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total funds</b>	<b>Last year</b>
Donations	31,726	4,222	35,948	3,223
Grants	-	77,252	77,252	72,091
Food hall sales	-	2,707	2,707	-
Other income	217	-	217	125
Holding funds - third party	-	-	-	437
<b>Total Receipts</b>	<b>31,943</b>	<b>84,182</b>	<b>116,125</b>	<b>75,876</b>
<b>Payments</b>				
Holding funds - third party	-	269	269	-
Repairs and renewals	-	4,985	4,985	3,084
Office expenses	-	978	978	1,024
Rent	-	5,249	5,249	3,810
Heat and Light	-	1,560	1,560	704
Telephone/internet	-	1,852	1,852	656
Salaries	-	21,373	21,373	3,335
Recruitment	-	-	-	467
Travel	-	422	422	378
Training	-	19	19	10
Cleaning/waste	-	591	591	303
Refreshments	-	109	109	422
Equipment	-	1,146	1,146	783
Insurance	-	598	598	453
Subscriptions	-	173	173	-
Events	-	83	83	3,790
Sundry	-	2,266	2,266	202
Accountancy	-	-	-	-
Professional fees	-	3,296	3,296	4,949
Food Hall	-	9,593	9,593	2,000
Plant and machinery	-	4,078	4,078	128
Office equipment	-	324	324	358
<b>Total Payments</b>	<b>-</b>	<b>58,962</b>	<b>58,962</b>	<b>26,856</b>
<b>Surplus/(deficit) for the year</b>	<b>31,943</b>	<b>25,219</b>	<b>57,163</b>	<b>49,020</b>
<b>Transfer between funds</b>	<b>-</b>	<b>172</b>	<b>0</b>	<b>0</b>

**BUNGAY COMMUNITY SUPPORT**  
**Charity Number: 1200141**

**CASH FUNDS**  
**At 31 March 2024**

	£	2024 £	£	2023 £
<b>Cash funds</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total funds</b>	<b>Last year</b>
Lloyds Account	32,606	73,388	105,994	48,927
Cash in hand	189	-	189	93
<b>Balance carried forward</b>	<b>32,795</b>	<b>73,388</b>	<b>106,183</b>	<b>49,020</b>

<b>Movement During Year</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total funds</b>	<b>Last year</b>
Lloyds Account	31,676	25,391	57,067	48,927
Cash in hand	96	-	96	93
<b>Net Movement</b>	<b>31,772</b>	<b>25,391</b>	<b>57,163</b>	<b>49,020</b>

<b>Summary movement</b>	<b>Cash funds</b>
Cash b/f	49,020
Net movement in year	57,163
Cash c/f	<u>106,183</u>

**BUNGAY COMMUNITY SUPPORT**

Charity Number: 1200141

**STATEMENT OF NON CASH ASSETS AND LIABILITIES**

At 31 March 2024

		2024		2023
	£	£	£	£
Closing Assets and liabilities	Unrestricted	Restricted	Total funds	Last year
Plant and equipment	-	4,206	4,206	128
Office equipment	-	682	682	358
Stock	150	-	150	150
Accruals	<b>Note 1</b> 600	-	600	600
<b>Balance carried forward</b>	<u>750</u>	<u>4,888</u>	<u>5,638</u>	<u>1,236</u>

**Note 1 Accruals**

Accruals reflects the annual accountancy charge for independent review.

The financial statements were approved by the trustees and signed on its behalf by:

*Susan Collins*

S Collins

Chair

14 October 2024

**BUNGAY COMMUNITY SUPPORT**

England & Wales - Charity number 1200141

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# Accounts

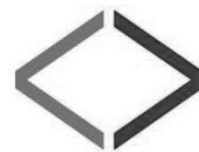
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**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS**

**FOR THE PERIOD ENDED 31 MARCH 2023**

**FOR**

**BUNGAY COMMUNITY SUPPORT**



**vandijk**  
ACCOUNTANTS

**BUNGAY COMMUNITY SUPPORT**  
**REPORT OF THE TRUSTEES**  
**for the period ended 31 March 2023**

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Constitution and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2019).

**Objectives and activities**

The purpose of Bungay Community Support is set out in its Charitable Constitution to provide relief to those people in Bungay and surrounding villages in a 6-mile radius in East Suffolk and South Norfolk who are in need by reason of their age, ill-health, disability, financial hardship or social or economic disadvantage, by means of practical services, advice and assistance, and by assisting and co-ordinating with voluntary and other organisations including the local authority in order to provide practical services.

Bungay Community Support only became a registered charity on 22<sup>nd</sup> August 2022. Prior to that, it was established in March 2020 with the onset of the first national lockdown due to Covid-19.

Formed under the umbrella of Bungay Town Council, a committee of Councillors, voluntary organisation representatives and volunteers formed Bungay Emergency Community Support with the clear goal of assisting those residents of Bungay and close neighbouring villages most likely to be hit by the shutdown, namely the housebound. Funding was provided by Bungay Town Council. Commencing with a shopping & medicine delivery service, it soon became apparent that the social isolation was having a major impact on the well-being of residents. Therefore, grants obtained via Halesworth Volunteer Centre, enabled to expansion into a Befriending Service, with their recruitment of a staff member working at BECS.

By February 2021, Bungay Community Support had become a voluntary organisation with its own committee, starting the process to become an independent charity. However, it was not able to open a bank account until October 2021. During this time, in addition to the Shopping/Meds team and befriending services, BCS ran its first Warm Rooms during the winter 2021/22, as a pilot across several venues, where people facing financial hardship could meet in a warm social venue, thereby saving on their own heating bills. This highlighted the fact that additionally, many elderly residents were also facing food poverty. BCS therefore worked closely with the Bungay Food Bank to provide emergency food parcels to meet their needs. This project achieved national & international interest. At the same time, BCS started its Baby Basics project, enabling cash-strapped parents of babies & young toddlers to take, free of charge, nappies, bathing goods & donated new & pre-loved clothes. It also expanded services to people facing social isolation.

The summer of 2022, saw BCS gaining funding from the Arts Council for activities focusing on artistic, creative or cultural activities taking place in June 2022 to celebrate Her Majesty The Queen's Platinum Jubilee, commissioning the Fisher Theatre to create "Love & Duty", a celebration of The Queen's reign over the decades, and working with Bungay Town Council to create a weekend of celebrations for all residents of Bungay and its environs, to enjoy.

November 2022 saw the opportunity to enter into a rental agreement for the premises at 28 Wingfield Street, a former butcher's shop, John Grooms, which had been vacant for some time. Trustees are extremely grateful to the charitable grants (especially Adnams Community Trust, East Suffolk Enabling Budget, Bungay Town Council amongst others) made available for its refurbishment and the hard work & dedication of its volunteers in the cleaning, painting and re-purposing of the premises. As a result of many months of hard work, the BCS Community Hub "Number 28" will be opening shortly in 2023. This welcoming venue, in the heart of the community, will be the base for all our services. This will include our social centre and Food Hall.

At the same time as this redevelopment, BCS was running its second year of Warm Rooms, this time in a single venue in the centre of Bungay, providing a social centre in a warm setting together with an Arts Group. Over the 20 weeks of the project, Warm Rooms had 412 visitors, supported by a team of 28 volunteers. Grants have also been received for a range of support projects BCS is currently running to help residents in Bungay facing financial hardship.

## **BUNGAY COMMUNITY SUPPORT**

### **REPORT OF THE TRUSTEES**

#### **for the period ended 31 March 2023**

An application was submitted to The People Project (an arm of the Lottery), which if successful will provide funding towards the works carried out by BCS at Number 28. BCS has been selected as one of 5 finalists for the East Anglia region.

The Trustees have paid due regard to guidance issued by the Charity Commission on public benefit in deciding what activities the Charity should undertake.

#### **FINANCIAL REVIEW**

Trustees are delighted to announce that Bungay Community Support finds itself in a very positive financial situation at the end of this period. Reserves currently exceed the anticipated level as stated in the Reserves Policy for the forthcoming year due to funding gained from Suffolk Community Foundation, Norfolk Community Foundation & East Suffolk Council to run projects in the new community hub of Number 28. Additionally, the major Lottery application will see a guaranteed income of £10,000 for being a finalist even if not awarded the full application. However, the search for financial sustainability is an ongoing concern to members of the Board.

#### **Reserves policy**

It is the Trustees' policy to maintain reserves at a level it considers necessary to meet cash flow requirements.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The charity is controlled by its governing document, its Constitution, approved by the Charity Commission in August 2022.

##### **Recruitment and appointment of new trustees**

New trustees are recruited and appointed by existing trustees.

##### **Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

##### **Registered office**

The Limes  
18 Ditchingham Dam  
Bungay  
NR35 2JQ

##### **Trustees**

Mrs Susan Collins (appointed 22.08.22)  
Mrs Linda Christine Bailey (appointed 22.08.22)  
Mr Antony John Oliver Dawes (appointed 22.08.22)  
Mr Philip James Love (appointed 22.08.22)  
Mrs Emma Healey (appointed 22.08.22, resigned 05.12.22)  
Mr Robert Prior (appointed 22.08.22)

##### **Independent Examiner**

van Dijk Accountants  
11 Trinity Street  
Bungay  
Suffolk  
NR35 1EH

Approved by order of the board of trustees on 14 October 2024 and signed on its behalf by:

*Susan Collins*

S Collins - Chair

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
BUNGAY COMMUNITY SUPPORT  
CHARITY NUMBER 1200141**

I report on the accounts of the Bungay Community Support for the period to 31 March 2023 which are set out on pages 4 to 6.

**Responsibilities and basis of report**

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 of the Charities Act 2011 ("the Charities 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 procedure laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act
- to state whether particular matters have come to my attention

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.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention 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.



J van Dijk FMAAT  
van Dijk Accountants Limited  
11 Trinity Street  
Bungay  
Suffolk NR35 1EH

27 September 2024

**BUNGAY COMMUNITY SUPPORT**

Charity Number: 1200141

**RECEIPTS AND PAYMENTS ACCOUNT**

For the period to 31 March 2023

		<b>2023</b>		<b>2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Receipts</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total funds</b>	<b>Last year</b>
Donations	898	2,325	3,223	-
Grants	-	72,091	72,091	-
Food Hall sales	-	-	-	-
Other income	125	-	125	-
Holding funds - third party	-	437	437	-
<b>Total Receipts</b>	<b>1,023</b>	<b>74,853</b>	<b>75,876</b>	<b>-</b>
<b>Payments</b>				
Repairs and renewals	-	3,084	3,084	-
Office expenses	-	1,024	1,024	-
Rent	-	3,810	3,810	-
Heat and Light	-	704	704	-
Telephone/internet	-	656	656	-
Salaries	-	3,335	3,335	-
Recruitment	-	467	467	-
Travel	-	378	378	-
Training	-	10	10	-
Cleaning/waste	-	303	303	-
Refreshments	-	422	422	-
Equipment	-	783	783	-
Insurance	-	453	453	-
Subscriptions	-	-	-	-
Events	-	3,790	3,790	-
Sundry	-	202	202	-
Accountancy	-	-	-	-
Professional fees	-	4,949	4,949	-
Food Hall	-	2,000	2,000	-
Plant and machinery	-	128	128	-
Office equipment	-	358	358	-
<b>Total Payments</b>	<b>-</b>	<b>26,856</b>	<b>26,856</b>	<b>-</b>
<b>Surplus/(deficit) for the year</b>	<b>1,023</b>	<b>47,997</b>	<b>49,020</b>	<b>0</b>
<b>Transfer between funds</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**BUNGAY COMMUNITY SUPPORT**  
**Charity Number: 1200141**

**CASH FUNDS**  
**At 31 March 2023**

	£	2023 £	£	2022 £
<b>Cash funds</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total funds</b>	<b>Last year</b>
Lloyds Account	930	47,997	48,927	-
Cash in hand	93	-	93	-
<b>Balance carried forward</b>	<b>1,023</b>	<b>47,997</b>	<b>49,020</b>	<b>-</b>

<b>Movement During Year</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total funds</b>	<b>Last year</b>
Lloyds Account	930	47,997	48,927	-
Cash in hand	93	-	93	-
<b>Net Movement</b>	<b>1,023</b>	<b>47,997</b>	<b>49,020</b>	<b>-</b>

<b>Summary movement</b>	<b>Cash funds</b>
Cash b/f	-
Net movement in year	49,020
Cash c/f	<b>49,020</b>

**BUNGAY COMMUNITY SUPPORT**

Charity Number: 1200141

**STATEMENT OF NON CASH ASSETS AND LIABILITIES**

At 31 March 2023

		2023		2022
	£	£	£	£
Closing Assets and liabilities	Unrestricted	Restricted	Total funds	Last year
Plant and equipment	-	128	128	-
Office equipment	-	358	358	-
Stock	150	-	150	-
Accruals	<b>Note 1</b> 600	-	600	-
<b>Balance carried forward</b>	<u>750</u>	<u>486</u>	<u>1,236</u>	<u>-</u>

**Note 1 Accruals**

Accruals reflects the annual accountancy charge for independent review.

The financial statements were approved by the trustees and signed on its behalf by:

*Susan Collins*

S Collins

Chair

14 October 2024