

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 MARCH 2023
FOR
BUNGAY COMMUNITY SUPPORT

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 22nd 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.

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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

	2023			2022
	£	£	£	£
Receipts	Unrestricted	Restricted	Total funds	Last year
Donations	898	2,325	3,223	-
Grants	-	72,091	72,091	-
Food Hall sales	-	-	-	-
Other income	125	-	125	-
Holding funds - third party	-	437	437	-
Total Receipts	1,023	74,853	75,876	-
Payments				
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	-
Total Payments	-	26,856	26,856	-
Surplus/(deficit) for the year	1,023	47,997	49,020	0
Transfer between funds	0	0	0	0

BUNGAY COMMUNITY SUPPORT
Charity Number: 1200141

CASH FUNDS
At 31 March 2023

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

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

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

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	Note 1	600	600	-
Balance carried forward	750	486	1,236	-

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