

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

	2024			2023
	£	£	£	£
Receipts	Unrestricted	Restricted	Total funds	Last year
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
Total Receipts	31,943	84,182	116,125	75,876
Payments				
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
Total Payments	-	58,962	58,962	26,856
Surplus/(deficit) for the year	31,943	25,219	57,163	49,020
Transfer between funds	- 172	172	0	0

BUNGAY COMMUNITY SUPPORT
Charity Number: 1200141

CASH FUNDS
At 31 March 2024

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

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

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

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	Note 1	600	-	600	600
Balance carried forward		750	4,888	5,638	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