

Trustees Annual Report for Bury Town Community Football Club (Charity Number 1202842)

Season - 2023/24 (Covering the period of 01/06/2023 to 31/05/2024)

Bury Town Community Football Club has the following objectives which are of public benefit:

1. To promote community participation in healthy recreation by providing facilities for playing football.

Bury Town Community Football Club is based in Bury St Edmunds, Suffolk and is registered with Suffolk FA and are England Football Accredited. The Club is 3-star rated and registered as the lead Club in a linked Club arrangement with Bury Town FC (1995 Limited) to create a player development pathway to first team adult football.

The Club currently has 27 registered teams consisting of boys, girls adult disability and womens teams with over 320 active registered players. Our teams play games from a number of sites based in and around Bury St Edmunds but primarily train and play matches at King Edward VI School, Skyliners Sports Centre and Hardwick Heath in Bury St Edmunds, Suffolk.

Our teams participate in the Suffolk Youth Football League, Ipswich & Suffolk Youth Football League, Suffolk Girls & Womens Football League, Suffolk iCan Football Programme as well as organised Suffolk FA tournaments and futsal events.

All coaches are FA DBS checked and have carried out the FA Safeguarding and First Aid qualifications and are provided with an induction as well as access to a variety of coaching and CPD courses.

The Club has 81 registered volunteers with 61 of these as coaches or coaching assistants with the following coaching qualifications:

- Helpers/Assistants without formal qualification - 16
- BT Playmaker - 5
- Level 1/Introduction to Coaching Football - 33
- Level 2/UEFA C Licence - 6
- Level 3/UEFA B Licence - 1

Club Trustees and Management Committee

The Club are governed by 4 trustees as follows:

Ben Oxley - Trustee / Chair

Jackie Skipp - Trustee / Secretary

Jason Day - Trustee / Recruitment & Retention Officer

Carl Newdick - Trustee / Welfare Officer

The Trustees have regard to the guidance issued by the Charity Commission on public benefit and consider this when making decisions for the Club.

The Management Committee consist of the 4 Trustees and the following additional persons:

Ellie Ling - Sponsorship and Grants Officer

Liam Bates - Discipline Officer

James Duck - Operations Officer

Dan Nash - Media Officer

Chris Nevill - Kit and Equipment Officer

Mike Edwards - Finance Officer

George Gearing - Vice Chair / Women and Girls Development Officer

2023/24 Chairmans Report

On the pitch we have seen record participation within the girls and womens teams this season with well over 100 players registered and two disability sides which is fantastic to see.

Our Womens team secured promotion to the Womens Premier League in their first season and remarkably our U14 Girls achieved a treble winning unbeaten season (County Cup, League Cup and League Winners) whilst having nine girls playing up an age group. Both are outstanding achievements and ones we should all be extremely proud of.

Our U15 Rams team were double winners securing the Suffolk FA Mixed Plate and their respective ISYFL league. Our U14 EJA team were Suffolk FA Mixed Cup winners and our U16 Rams won the SYFL League Plate with many teams reaching finals and semi-finals respectively which is fantastic.

Off the pitch we have seen some new faces join our team namely Ellie Ling (Sponsorship and Fundraising Coordinator), Mike Edwards (Finance Officer) and Dan Nash (Media Officer). I'm sure you will join me in welcoming them all to the club. Their appointments will help us achieve our strategic aims and ensure that we can continue to take the club forward whilst ensuring we operate responsibly within our financial means.

Our Community and Sponsors day held at Ram Meadow was a personal highlight with a crowd of over 1,000 witnessed our players parade around the pitch and I've heard lots of positive comments from parents and grandparents about their experiences which is extremely humbling.

We recognise that the coming season will present new challenges and we will continue to support our Coaches with training and we plan to continue with our Hardship Scheme which supported 15 families this season.

Community Day / Garry Barker Award

The Club hold an annual Community Day (formerly referred to as Parade Day) where we invite all Players, Family Members and Volunteers to Ram Meadow (home of the First Team Club) to join us in celebrating the successes of the season on and off the pitch. This consists of a parade lap around the pitch, flag bearers, group photography, food, refreshments followed by watching the first team play.

Entry to the events is free for all players and coaches with heavy discounts for family members with half of the proceeds of the gate receipts reinvested into the Community Club. This is a highlight of the season for many and an opportunity to bring together families, make memories and create a feeling of togetherness.

The Garry Barker Award is presented annually at our Community Day and this recognises outstanding achievement and contribution to the Club which is selected by nominations and then a winner is selected by the Trustees after careful consideration.

This year this prestigious award was won by our Secretary and Trustee Jackie Skipp. This was presented by the Barker family in person as guests at the event to honour their late Father / Husband who was previously Youth Chairman for the Club. This award will be awarded again for the 2024/25 season.

Sponsors Day

The Club hold an annual sponsors day at Ram Meadow (home of the First Team Club) where sponsors are invited to join us at a game accompanied by food and refreshments to say thank you for their support. This was attended by 60 people this year and has helped the Club to maintain and build relationships with Sponsors that are key to the operations of the Club on and off the pitch.

Volunteer Awards & Events

The Club issue participation trophy awards for all players and there is a volunteer service award event planned to recognise those that contribute their time and efforts for the benefit of others. The contribution made by volunteers has a large social impact to the area and this is invaluable to the ability of the Club to carry our activities to fulfil it's charitable aims.

Charity Links

The Club have a Charity Partner called Suffolk Families Together who were selected from a shortlist and we have been working with them and providing donations to allow them to continue to do their fantastic work in the local community.

Blues Community Support Scheme

The Club have offered up to £150 to any individuals who are facing financial difficulty or simply cannot afford to pay registration fees to play football.

We have supported 15 families this season through the scheme and reconciled payments to a total in excess of £2,500 to ensure that football is accessible and affordable to all of our members. This scheme will continue again for the 2024/25 season.

Future Developments

The Club are negotiating long term leases on some of our venue to give security of playing facilities and any surplus funds are now being put to one side for investment into future venue requirements and to react to any opportunities that may arise. Our ultimate aim would be to have a 3G facility or an interest in a 3G facility as our venue hire costs remain our largest expenditure as a Club.

We have plans for a youth disability centre to further expand our offering and inclusivity which has been a year in the making. We hope that this will start for the 2024/25 season.

We expect to further increase the amount of participating teams and increase girls participation again in the 2024/25 season.

We will be undertaking the FA Club Development Plan and we have a clear strategy for our development and growth on and off the field and these actions will continue into the 2024/25 season.

Registered charity number: 1202842

Report of the Trustees and
unaudited financial statements
for the period 26 April 2023 to 31 May 2024
for
Bury Town Community Football Club

Bury Town Community Football Club

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Bury Town Community Football Club
Report of the Trustees
for the period 26 April 2023 to 31 May 2024

Introduction and history

The Trustees of the Bury Town Community Football Club CIO (BTCFC) present their report together with the financial statements for the period 26 April 2023 to 31 May 2024.

The Trustees have adopted the provisions of Accounting and Reporting by Charities; Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective January 2019).

On 26 April 2023, the Charity Commission authorised the formation of Bury Town Community Football Club (registered charity 1202842). Previously operating as Bury Town Youth Football Club, BTCFC became a charity with the aim of promoting youth football in the Bury St Edmunds area. On 1 July 2023 BTCFC began trading and the assets of Bury Town Youth Football Club were transferred to BTCFC.

Objectives and policies of Bury Town Community Football Club CIO

As set out in the governing document, the Charity's objects are the promotion of community participation in the healthy recreation and advancement of the amateur sport of football for the benefit of the inhabitants of Bury St Edmunds and surrounding areas by the provision of facilities for playing football.

General policies of BTCFC

Risk management

In compliance with the principles of CC 26 - Charities and Risk Management - BTCFC has a policy of regularly assessing the risks that might affect its future operation. The Trustees have determined that the principal risk at present is the potential loss of registrations and sponsorship income through the challenging economic circumstances. The Trustees also believe that they should, as far as is practicable, be able to manage these risks in an appropriate manner.

Reserves

BTCFC operates a reserve policy to enable it to:

- maintain its normal level of activities when its income has been reduced
- take advantage of opportunities for a permanent residence for the club

Public benefit

The Trustees confirm that they have referred to the Charity Commission's General Guidance on Public Benefit when setting objectives and designing future plans, events and activities.

Bury Town Community Football Club
Report of the Trustees
for the period 26 April 2023 to 31 May 2024

Activities of BTCFC

For the 2023/24 season, the charity had 26 teams, ranging from under six to adult, across boys', girls', women's and disability football. The charity also paid for 21 volunteers to gain certifications in coaching, first aid and safeguarding.

Trustees

The following Trustees held office during the period:

B Oxley - appointed 26 April 2023
J Day - appointed 26 April 2023
C Newdick - appointed 26 April 2023
J Skipp - appointed 1 June 2023

Financial review

Trustees' responsibilities

The Trustees are responsible for keeping proper accounting records that disclose, with reasonable accuracy, the financial position of the Charity. They are also responsible for safeguarding the assets of the Charity and for taking the appropriate steps for the avoidance and detection of fraud and other irregularities. The Trustees are also responsible for preparing the Trustees' Annual Report and Financial Statements in accordance with applicable law and accepted United Kingdom Accounting Standards.

Financial position as at 31 May 2024

The financial statements, including the Independent Examiner's Report for the period 26 April 2023 to 31 May 2024 are attached to this report. As already mentioned above, the Trustees believe that any risks relating to the reliability of the income sources are under control and that combined with the reserves, provide a secure base for its future activities.

Structure, governance and management

The charity is controlled by its governing document.

Bury Town Community Football Club
Report of the Trustees
for the period 26 April 2023 to 31 May 2024

Reference and administrative details

Registered charity number: 1202842

Principal address: 87 Osprey Drive, Stowmarket, Suffolk. IP14 5UX

Trustees: B Oxley, J Day, C Newdick and J Skipp

Independent examiner: Twinn Accountants Limited, Suite 4 East Barton Barns, East Barton Road, Great Barton, Bury St Edmunds, Suffolk, IP31 2QY

Bury Town Community Football Club
Report of the Trustees
for the period 26 April 2023 to 31 May 2024

Statement of Trustees' responsibilities

The Trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to select suitable accounting policies and then apply them consistently; observe the methods and principles in the Charity SORP; make judgements and estimates that are reasonable and prudent; prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business. The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of trustees on

and signed on its behalf by:

A handwritten signature in black ink, appearing to read 'B. Oxley', written over a dotted line.

B Oxley

**Bury Town Community Football Club
Independent Examiner's Report to the Trustees
for the period 26 April 2023 to 31 May 2024**

Independent examiner's report to the Trustees of BTCFC CIO

We report to the charity trustees on our examination of the financial statements of Bury Town Community Football Club (the Charity) for the period 26 April 2023 to 31 May 2024.

Responsibilities and basis of report

The Trustees are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act'). We report to the Trustees in respect of our examination of the Charity's financial statements carried out under Section 145 of the Act and in carrying out our examination we have followed all applicable directions given by the Charity Commission under Section 145(S)(b) of the Act.

Independent examiner's statement

We have completed our examination and confirm that no material matters have come to our attention in connection with the examination which gives us cause to believe that in any material respect:

- 1) accounting records were not kept in respect of the Charity as required by Section 130 of the Charities Act 2011; or
- 2) the financial statements do not accord with those records; or
- 3) the financial statements do 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.

We 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 financial statements to be reached.



31 March 2025

Date:.....

Twinn Accountants Limited
Suite 4, East Barton Barns
East Barton Road
Great Barton
Bury St Edmunds
Suffolk
IP31 2QY


Bury Town Community Football Club
Statement of Financial Activities
for the period 26 April 2023 to 31 May 2024

	Unrestricted fund £	Restricted fund £	Total £
Income			
Registrations	93,271	-	93,271
Charitable activities			
Sponsorship income for kit	-	3,704	3,704
Grant income for equipment	-	4,091	4,091
Other income	830	-	830
Total	94,101	7,795	101,896
Expenditure			
Expenditure on kit	(10,166)	(3,704)	(13,870)
Expenditure on equipment	(5,782)	(4,091)	(9,873)
General activities	(74,015)	-	(74,015)
Total	(89,963)	(7,795)	(97,758)
Net income/(expenditure)	4,138	-	4,138
Reconciliation of funds			
Funds introduced	27,880	-	27,880
Total funds carried forward	32,018	-	32,018

Bury Town Community Football Club**Balance Sheet****31 May 2024**

	Unrestricted fund £	Restricted fund £	Total £
Assets	-	-	-
Debtors	-	-	-
Cash	32,018	-	32,018
	<u>32,018</u>	<u>-</u>	<u>32,018</u>
Creditors	-	-	-
Net current assets	<u>32,018</u>	<u>-</u>	<u>32,018</u>
Total assets less current liabilities	32,018		32,018
Net Assets	<u>32,018</u>	<u>-</u>	<u>32,018</u>
Funds			
Unrestricted funds	32,018	-	32,018
Restricted funds			
Total funds	<u>32,018</u>	<u>-</u>	<u>32,018</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 31/03/25 and were signed on its behalf by:


B Oxley

Bury Town Community Football Club
Notes to the Financial Statements
for the period 26 April 2023 to 31 May 2024

1. Accounting policies

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the Charity has received the funds.

Expenditure

Expenditure is accounted for on a cash basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Going concern

After making appropriate enquiries and taking into consideration future income streams, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they have adopted a going concern basis in preparing the financial statements.

Bury Town Community Football Club
Notes to the Financial Statements
for the period 26 April 2023 to 31 May 2024

Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value, with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2. Trustees remuneration and benefits

There was no Trustees' remuneration or other benefits for the period 26 April 2023 to 31 May 2024.

3. Trustees expenses

Trustees expenses relate to reimbursements in their roles as coaches, such as referee fees and travel.

4. Staff costs

Total staff costs incurred in the year of £nil. The average number of employees was nil.

5. Expenditure on general activities

Expenditure on general activities comprises:

	£
Match & training pitch hire	39,046
Referee fees (Grassroots)	3,107
Venue maintenance & improvements	2,660
Refund of registration fees	1,320
EJA coaching, food & referees	13,433
Suffolk FA affiliation, league & cup accreditations	1,606
League and Suffolk FA fines	2,032
Subscriptions & software	1,369
Administration & Fundraising	1,789
Stripe & Team Freepay fees	2,941
Other expenditure	4,712
	<u>74,015</u>

Bury Town Community Football Club
Notes to the Financial Statements
for the period 26 April 2023 to 31 May 2024

6. Movement in funds

	At 26 April 2023	Net movement in fund £	At 31 May 2024 £
Unrestricted fund			
General fund	-	32,018	32,018
Restricted funds	-	-	-
Total funds	-	32,018	32,018

The Charity received the following restricted funds in the year:

Sponsor income amounting for £3,704 for the provision of kit. Grant income of £4,091 for the purchase of equipment. All restricted funds were used in the same period they were received.

Registered charity number: 1202842

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Bury Town Community Football Club
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General policies of BTCFC

Risk management

In compliance with the principles of CC 26 - Charities and Risk Management - BTCFC has a policy of regularly assessing the risks that might affect its future operation. The Trustees have determined that the principal risk at present is the potential loss of registrations and sponsorship income through the challenging economic circumstances. The Trustees also believe that they should, as far as is practicable, be able to manage these risks in an appropriate manner.

Reserves

BTCFC operates a reserve policy to enable it to:

- maintain its normal level of activities when its income has been reduced
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Public benefit

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Trustees' responsibilities

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Financial position as at 31 May 2024

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Bury Town Community Football Club
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and signed on its behalf by:

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B Oxley

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Responsibilities and basis of report

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Independent examiner's statement

We have completed our examination and confirm that no material matters have come to our attention in connection with the examination which gives us cause to believe that in any material respect:

- 1) accounting records were not kept in respect of the Charity as required by Section 130 of the Charities Act 2011; or
- 2) the financial statements do not accord with those records; or
- 3) the financial statements do 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.

We 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 financial statements to be reached.



31 March 2025

Date:.....

Twinn Accountants Limited
Suite 4, East Barton Barns
East Barton Road
Great Barton
Bury St Edmunds
Suffolk
IP31 2QY


Bury Town Community Football Club
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Reconciliation of funds			
Funds introduced	27,880	-	27,880
Total funds carried forward	32,018	-	32,018

Bury Town Community Football Club**Balance Sheet****31 May 2024**

	Unrestricted fund £	Restricted fund £	Total £
Assets	-	-	-
Debtors	-	-	-
Cash	32,018	-	32,018
	<u>32,018</u>	<u>-</u>	<u>32,018</u>
Creditors	-	-	-
Net current assets	<u>32,018</u>	<u>-</u>	<u>32,018</u>
Total assets less current liabilities	32,018		32,018
Net Assets	<u>32,018</u>	<u>-</u>	<u>32,018</u>
Funds			
Unrestricted funds	32,018	-	32,018
Restricted funds			
Total funds	<u>32,018</u>	<u>-</u>	<u>32,018</u>

The financial statements were approved by the Board of Trustees and authorised for issue on
31/03/25 and were signed on its behalf by:


B Oxley

Bury Town Community Football Club
Notes to the Financial Statements
for the period 26 April 2023 to 31 May 2024

1. Accounting policies

Basis of preparing the financial statements

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Income

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Expenditure

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Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Going concern

After making appropriate enquiries and taking into consideration future income streams, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they have adopted a going concern basis in preparing the financial statements.

Bury Town Community Football Club
Notes to the Financial Statements
for the period 26 April 2023 to 31 May 2024

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4. Staff costs

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5. Expenditure on general activities

Expenditure on general activities comprises:

	£
Match & training pitch hire	39,046
Referee fees (Grassroots)	3,107
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Administration & Fundraising	1,789
Stripe & Team Freepay fees	2,941
Other expenditure	4,712
	<u>74,015</u>

Bury Town Community Football Club
Notes to the Financial Statements
for the period 26 April 2023 to 31 May 2024

6. Movement in funds

	At 26 April 2023	Net movement in fund £	At 31 May 2024 £
Unrestricted fund			
General fund	-	32,018	32,018
Restricted funds	-	-	-
Total funds	-	32,018	32,018

The Charity received the following restricted funds in the year:

Sponsor income amounting for £3,704 for the provision of kit. Grant income of £4,091 for the purchase of equipment. All restricted funds were used in the same period they were received.