

# BURNTWOOD MEMORIAL COMMUNITY ASSOCIATION

England & Wales · Charity number 522623

## Details

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Other names	BURNTWOOD MEMORIAL INSTITUTE AND COMMUNITY ASSOCIATION
Status	Registered
Legal form	Other
Registered	1963-12-04
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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**Address** Burntwood Memorial Community Assoc  
Rugeley Road  
Burntwood  
WS7 9BE

**Phone** 01543672763

**Email** [INFO@BURNTWOODINSTITUTE.ORG](mailto:INFO@BURNTWOODINSTITUTE.ORG)

**Website** [www.burntwoodinstitute.org](http://www.burntwoodinstitute.org)

## Activities

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**Objects:** TO PROMOTE THE WELL-BEING OF THE COMMUNITY RESIDENT IN THE BURNTWOOD WARD, BY ASSOCIATING THE LOCAL AUTHORITIES, VOLUNTARY ORGANISATIONS AND RESIDENTS IN A COMMON EFFORT TO ADVANCE EDUCATION AND TO PROVIDE FACILITIES FOR PHYSICAL AND MENTAL TRAINING AND RECREATION AND SOCIAL MORAL AND INTELLECTUAL DEVELOPMENT, AND TO FURTHER HEALTH, AND TO FOSTER A COMMUNITY SPIRIT FOR THE ACHIEVEMENT OF THESE AND OTHER CHARITABLE OBJECTS.

**Activities:** To provide educational and recreational facilities for the people of Burntwood.

## Classification

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- **How:** Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes, Amateur Sport
- **Who:** Children/young People, Elderly/old People, The General Public/mankind

## Geography

- **Area of benefit:** BURNTWOOD WARD
- Staffordshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£63,952	£64,599	-	-
2024-12-31	£115,584	£98,789	-	-
2023-12-31	£67,520	£73,206	-	-
2022-12-31	£72,669	£104,527	-	-
2021-12-31	£84,754	£49,397	-	-

## Trustees

Name	Role	Appointed
BRIAN HARMAN		
Dale Abnett		2026-03-19
John Paul Taylor		2023-02-16
Nicola Greensill		2026-03-19
Stanley Bourne		2023-02-16

**BURNTWOOD MEMORIAL COMMUNITY ASSOCIATION**

England & Wales - Charity number 522623

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# Accounts

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**Burntwood Memorial Community Association**  
**Trustee Report 2025**

The Trustees have noted that but for the revenue received from grants, donations and craft fairs the BMCA would have made a loss of £6,000 on our income over expenditure.

However, the Trustees were pleased to see that the full Committee have agreed to a 5% increase in our hiring charges for 2026, the first increase for three years. The average increases the BMCA have incurred during this period was 8%.

The Trustees would like to remind the Finance Committee of the need to hold regular Finance Meetings to assess the financial position of the BMCA and to ensure the full Committee is made aware of the current state of our finances.

**Building Improvements**

The Trustees were very pleased to be able to fulfil one of the projects on our wish list in 2025; the installation of new electric opening entrance doors. These will help to give people with disabilities far easier access to our building at a cost of £10,000. This should make our building far more attractive to hire to the general public this was made possible by the help of a grant with the remainder coming from our capital reserves.

This year we hope to decorate our Main Hall and Reception at an estimated cost of £6,000.

On our wish list the following are to do:

- 1) New central heating boilers. Current ones are 16 years old this will be at an estimated cost of £10,000
- 2) New tables and chairs. Current ones are approximately 20 years old at an estimated cost of £6,000-8,000
- 3) Loop hearing system. Estimated cost £3,000-£6,000
- 4) Repairs to our sewage system due to continuous blockages. Cost unknown.

The Trustees are aware that our Grant Officer Mrs N Greensill is finding it very difficult to obtain grants in these very turbulent times with many organisations applying for the ever-decreasing grants on offer.

The Trustees have noted the lack of expansion of our Bar/Catering facilities. More thought should be given to how we could improve this situation i.e. more weddings, wakes etc to improve our revenue. The Committee need to be more proactive in attracting people to our venue which means more of the Committee taking an active part in the running of the BMCA not just attending one meeting a month.

The Trustees are very pleased to recognise the continuous success of the Film Club and Craft Fairs which are run by just a few of the Committee plus outside volunteers which help to boost the BMCA finances by many thousands of pounds. We would also note it is the same few people who appear to be doing the work. We would respectfully ask the remainder of the Committee if they are not willing to help in fund raising activities why are you on the Committee?

The BMCA building now 55 years old and is starting show its age which could become very costly if allowed to continue i.e.

- 1) Electrics
- 2) Sewer system
- 3) Main Hall floor
- 4) Car park

In these very unpredictable times, we cannot rely on grants to rectify these problems we must look at ways to increase our revenues.

The Trustees would like to put on record our sincere thanks to our two Trustees who retired at the AGM (due to health reasons) Mrs Gwyneth Howells and Mrs Veronica Box who have served on the Committee and also as Trustees for many decades bringing to the BMCA their wisdom and experience for the benefit of the BMCA and will be greatly missed.

The Committee have elected two new Trustees in their places Mrs Nicola Greensill and Mr Dale Abnett who we hope will be as dedicated as their predecessors in looking after the BMCA.

The Trustees would like to conclude by thanking our Office Administrator Mrs Joanne Wall for all the hard work that she has put in 2025 over and above what she was paid for.

Also the Chairman, Secretary, Treasurer/Grant Officer and the few Committee Members who give up their time to help raise funds to keep the BMCA a successful and welcoming venue to attend by the people of Burntwood.

**BURNTWOOD MEMORIAL COMMUNITY ASSOCIATION**

**INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER 2025**

<b><u>INCOME</u></b>	<b><u>2024</u></b>		<b><u>2025</u></b>	
	£	£	£	£
<b>Rentals</b>				
Hire of Halls	37,105.52		37,663.54	
Catering	2,124.60			
Bar Commission	-		3,452.70	
Rental of Premises	7,549.99		11,451.16	
Football	2,371.52			
	<u>                    </u>	49,151.63	<u>                    </u>	52,567.40
<b>Fund Raising</b>				
Donations	5,065.65		1,414.70	
Insurance Claim	1,199.50			
Grants	52,826.68		3,000.00	
Cinema Event	3,838.97		4,484.16	
Craft Fayre	1,069.00		640.00	
Solar Power Refunds	-		270.69	
Car Park Fees	1,832.00		1,575.00	
	<u>                    </u>	65,831.80	<u>                    </u>	11,384.55
<b>Interest Received</b>		<u>601.36</u>		
<b>Total Income</b>		<u><u>115,584.79</u></u>		<u><u>63,951.95</u></u>
 <b><u>EXPENDITURE</u></b>				
<b>Capital Expenditure</b>		35,471.00		-
<b>General Maintenance</b>		19,776.72		17,738.82
<b>Salaries</b>				
Administration	11,748.40		15,575.31	
Cleaning	7,234.66		3,348.01	
Caretaker	3,360.00		2,815.00	
Windows	290.00			
Employment Costs	1,293.95		4,018.91	
	<u>                    </u>	23,927.01	<u>                    </u>	25,757.23
<b>Cinema Event</b>		2,012.61		1,168.10
<b>Furniture and Equipment</b>		786.00		667.78
<b>Services</b>				
Gas	6,467.00		3,381.02	
Electricity	2,483.26		1,476.02	
Telephone	713.15		1,359.92	
Internet	712.40		965.12	
	<u>                    </u>	10,375.81	<u>                    </u>	7,182.08

**Rates**

Water	1,006.58		1,098.37	
General	<u>325.35</u>		<u>912.58</u>	
		1,331.93		2,010.95

**Miscellaneous**

Printing, Postage & Stationery	232.78		149.47	
NNDR	-		778.44	
Refuse Disposal	-		1,298.03	
Applications	348.60		510.81	
Insurance	1,779.95		1,977.64	
Advertising/Website Costs	1,518.31		292.23	
Licences	298.54		199.12	
Professional Fees	450.00		450.00	
Bank Charges	188.20		137.50	
Alarm & Fire Maintenance	-		724.58	
Entrance Barrier Repairs	-		1,734.98	
Tree Works	-		1,590.00	
Pest control	-		231.00	
Miscellaneous Expenses	<u>292.37</u>		<u>-</u>	
		<u>5,108.75</u>		<u>10,073.80</u>

**Total Expenditure**

	<u><u>98,789.83</u></u>		<u><u>64,598.76</u></u>	
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**Total Income over Expenditure**

carried forward to Balance Sheet	<u><u>16,794.96</u></u>		<u><u>-</u></u>	<u><u>646.81</u></u>
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**Section A**

**Independent Examiner's Report**

**Report to the trustees**

Charity Name  
Burntwood Memorial Community Association

**On accounts for the year  
ended**

31/12/2025

**Charity no  
(if any)**

522623

**Set out on pages**

2 & 3

2 and 3 (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2025

**Responsibilities and  
basis of report**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of CIMA

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

**Signed:**

**Date:**

05/02/26

**Name:**

Sharlene Smith

**Relevant professional  
qualification(s) or body  
(if any):**

CIMA

<b>Address:</b>	126 Rugeley Road
	Burntwood
	Staffordshire

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

**BURNTWOOD MEMORIAL COMMUNITY ASSOCIATION**

England & Wales - Charity number 522623

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# Accounts

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## Trustees Report 2024

The Trustees noted that this year the BMCA accounts has shown a substantial drop in the hiring revenue from £50,955 to £37,105. However, due to the Committee implementing the Trustees recommendation to hire a person to help obtain grants for the BMCA, which has proven very successful, with a small surplus being made.

### Financial

The Trustees have noted that the Committee has for the third year running voted against increasing our room hiring charges, with the exception of our tenants e.g. Chasetown Youth Football Club and Cherry Orchard Garden Services which have been increased by 5%.

The BMCA have received the following increases in their costs this year:

- |                                     |     |
|-------------------------------------|-----|
| 1. Increase in the living wage      | 10% |
| 2. Increase in water rates          | 8%  |
| 3. Increase in waste collection     | 6%  |
| 4. Increase in Council Tax          | 5%  |
| 5. Increase in maintenance services | 5%  |

The Trustees must insist that the Finance Committee meet regularly to assess the BMCA financial position.

### Building Improvements

With the help of grants the BMCA were able to renovate our Changing Rooms/Toilets for the benefit of all our users. Plus, new ceiling in the Main Hall to improve the acoustics. The Trustees would however point out that there are large costly items coming in the near future i.e.

- |                                   |                |
|-----------------------------------|----------------|
| 1. New chairs for the Main Hall   | £5,000-£8,000  |
| 2. Updating our electrical wiring | £5,000-£10,000 |
| 3. Resurfacing the car park       | £30,000        |
| 4. New entrance sliding doors     | £10,000        |

The BMCA should not always assume that there will be grants available to cover these costs; in this present financial climate grants are getting harder to obtain. Some of these projects can be delayed but others cannot.

On a more positive note, the Trustees would like to acknowledge the success of the afternoon Film Club and the Craft Fairs, proving both financially and socially successful.

We would observe it is the same few people doing the work. More help from the Committee would be appreciated and would help in keeping our hiring charges down.

The Trustees must point out again the lack of use of some of our Halls during the week thus incurring costs but no revenue. We would encourage the Committee to explore ways to remedy this situation. We also note the lack of growth in our catering/bar sales which should also be urgently addressed.

The Trustees would like to conclude by thanking the Officers, Staff with a special thanks to Mrs J Wall and to some of the Committee for all their hard work/dedication in making the BMCA a successful and friendly place to frequent.

B Harman  
On behalf of  
BMCA Trustees

**BURNTWOOD MEMORIAL COMMUNITY ASSOCIATION****INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2024**

<b>INCOME</b>	<b>2024</b>	<b>2023</b>
Rentals		
Hire of Halls	37,105.52	50,955.62
Catering	2,124.60	1,946.36
Rent of Premises	7,549.99	-
Football	2,371.52	2,278.04
	<hr/>	<hr/>
	49,151.63	55,180.02
Fund Raising		
Donations	5,065.65	20.00
Insurance Claim	1,199.50	0.00
Grants	52,826.68	10,780.00
Cinema Event	3,838.97	0.00
Craft Fayre	1,069.00	0.00
Car Park Fees	1,832.00	1,540.00
	<hr/>	<hr/>
	65,831.80	12,340.00
Interest Received	601.36	0.00
	<hr/>	<hr/>
Total Income	115,584.79	67,520.02
	<hr/>	<hr/>
<b>EXPENDITURE</b>		
Capital Expenditure	35,471.00	16,539.08
General Maintenance	19,776.72	9,084.03
Salaries		
Administration	11,748.40	10,671.60
Cleaning	7,234.66	8,242.08
Caretaker	3,360.00	3,394.92
Windows	290.00	430.00
Employment costs	1,293.95	475.20
	<hr/>	<hr/>
	23,927.01	23,213.80
Cinema Event	2,012.61	0.00
Office Equipment	786.00	0.00
Services		
Gas	6,467.00	12,367.82
Electricity	2,483.26	2,259.76
Telephone	713.15	1,051.35
Internet	712.40	873.40
	<hr/>	<hr/>
Rates	10,375.81	16,552.33
Water	1,006.58	1,196.64
General	325.35	392.80
	<hr/>	<hr/>
	1,331.93	1,589.44
Miscellaneous		
Printing, Postage & Stationery	232.78	234.55
Applications	348.60	0.00
Insurance	1,779.95	1,701.77
Advertising/Website Costs	1,518.31	1,133.58
Licences	298.54	302.75
Professional Fees	450.00	2,501.00
Bank Charges	188.20	250.24
Miscellaneous Expenses	292.37	103.38
	<hr/>	<hr/>
	5,108.75	6,227.27
Total Expenditure	98,789.83	73,205.95
	<hr/>	<hr/>
Total Income over Expenditure		
carried forward to Balance Sheet	£ 16,794.96	£ -5,685.93
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Section A

Independent Examiner's Report

Report to the Trustees

Charity Name

BURNTWOOD MEMORIAL COMMUNITY ASSOCIATION

On accounts for the year  
ended

31 DECEMBER 2024

Charity no  
(if any)

522623

Set out on pages

2 AND 3

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2024.

Responsibilities and  
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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.

Signed:

Date:

23 FEBRUARY 2025

Name:

GERALDINE AUSTIN

Relevant professional  
qualification(s) or body  
(if any):

Address:

46 NAILERS DRIVE, BURNTWOOD, STAFFS, WS7 0ER

**BURNTWOOD MEMORIAL COMMUNITY ASSOCIATION**

England & Wales - Charity number 522623

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# Accounts

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## **BMCA Trustees Report 2023**

The Trustees were very pleased to see an increase in the hiring of our Halls in 2023 due to the very hard work of our Office Administrator in promoting the BMCA.

On the downside our expenditure has also increased resulting in an overall loss of £5,000 on the year. This was due to increases in our energy costs, the minimum wage increases to our Staff plus the high inflation on many other bills.

This is the third year running the BMCA has made an operating loss, this trend must be urgently addressed by the Committee. The Trustees cannot allow this to continue to keep occurring without the eventual closure of the BMCA.

The BMCA has money in capital reserves to cover one years operating costs before drastic action will have to be taken by the Trustees.

On a more positive note, the Trustees were pleased to see that the Committee had implemented some of their recommendations in last year's report i.e. the appointment of a part-time person to obtain grants and to seek new business opportunities. Also, the insulation of the rooms with flat rooves i.e. the 71 Room, Bar and Kitchen plus the upgrading of our central heating radiators which will save on our energy bills and have the rooms more desirable to hire. This was made possible by obtaining grants and the use of some capital reserves.

The Trustees were sad to hear of the closure of one of our oldest clubs, Darby & Joan who had been with us for over 30 years. This we were informed was due to the lack of members who were willing to run the club. This is becoming a familiar occurrence with many organisations; the lack of people who are prepared to give up their time to volunteer unpaid to run clubs/organisations. We have also been informed that our most profitable customer; Spirit Health are reducing their Hall hire by two thirds in 2024. The nett loss of income to the BMCA from these two clubs is £8,500 per year. The Trustees must urge the Committee to take action to recover this loss.

The Trustees would remind all Clubs/Societies who use the BMCA that they are expected to provide a representative on the Main Committee to attend the monthly meeting to inform the BMCA of any problems they may have or any suggestions on how we can run the BMCA more efficiently for the benefit of all concerned. There are Clubs who use the BMCA whose attendance is very low.

The Trustees must again remind the Committee to address the problem of the lack of use of some of our Halls during the week, also the lack of use of our Bar and catering facilities reducing potential revenue.

The Trustees must stress the need to attract younger people on to the Committee to bring new idea/energy if we want the BMCA to survive another 100 years.

The running of the BMCA is still being left to just a few people to carry the stress/worry of keeping the BMCA solvent. Time is slowly catching up with us all we cannot go on for ever.

The Trustees would conclude by thanking all the Staff and Officers for all their work and support in running the BMCA during 2023.

On behalf of the Trustees

Brian Harman

## **Trustees Recommended Capital Expenditure for 2024**

If funds can be obtained or the spending can be justified to give a return on our investment.

1. New computer and accounting system approximate cost £1,500 (obtained)
2. New cinema projector/speakers approximate cost £3,000-£5,000 (not obtained)
3. New chairs for Main Hall approximate cost £5,000 (not obtained)
4. New Loop Hearing System in Halls approximate cost £300 (not obtained)
5. Update Changing Rooms approximate cost £30,000 (not obtained)
6. Redecorate Main Hall approximate cost £1,500 (not obtained)
7. New freezer approximate cost £200 (obtained)

The Committee to prioritise in what order the above recommendations should take place.

**BURNTWOOD MEMORIAL COMMUNITY ASSOCIATION****INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2023**

<b><u>INCOME</u></b>	<b><u>2023</u></b>	<b><u>2022</u></b>
Rentals		
Hire of Halls	50,955.62	39,943.59
Catering	1,946.36	1,535.85
Football	2,278.04	2,170.00
	<u>55,180.02</u>	<u>43,649.44</u>
Fund Raising		
Donations	20.00	434.05
Insurance Claim	0.00	17,182.38
Grants	10,780.00	8,587.68
Car Park Fees	1,540.00	2,816.39
	<u>12,340.00</u>	<u>29,020.50</u>
Interest Received	<u>0.00</u>	<u>0.00</u>
Total Income	<u>67,520.02</u>	<u>72,669.94</u>
<b><u>EXPENDITURE</u></b>		
Capital Expenditure	16,539.08	52,220.00
General Maintenance	9,084.03	11,260.72
Salaries		
Honorariums	10,671.60	7,854.60
Cleaning	8,242.08	7,413.90
Caretaker	3,394.92	3,241.00
Windows	430.00	270.00
Employment costs	475.20	294.60
	<u>23,213.80</u>	<u>19,074.10</u>
100th Celebration Expenses	0.00	1,395.91
Services		
Gas	12,367.82	9,270.21
Electricity	2,259.76	4,273.07
Telephone	1,051.35	626.97
Internet	873.40	623.76
	<u>16,552.33</u>	<u>14,794.01</u>
Rates		
Water	1,196.64	971.34
General	392.80	1,021.40
	<u>1,589.44</u>	<u>1,992.74</u>
Miscellaneous		
Printing, Postage & Stationery	234.55	688.84
Insurance	1,701.77	1,533.98
Advertising/Website Costs	1,133.58	192.13
Licences	302.75	249.60
Professional Fees	2,501.00	610.00
Bank Charges	250.24	254.12
Miscellaneous Expenses	103.38	260.86
	<u>6,227.27</u>	<u>3,789.53</u>
Total Expenditure	<u>73,205.95</u>	<u>104,527.01</u>
Total Income over Expenditure carried forward to Balance Sheet	<u>£ -5,685.93</u>	<u>£ -31,857.07</u>



Section A

Independent Examiner's Report

Report to the Trustees

Charity Name  
BURNTWOOD MEMORIAL COMMUNITY ASSOCIATION

On accounts for the year ended

31 DECEMBER 2023	Charity no (if any)	522623
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Set out on pages

2 AND 3  
(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2023.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").


I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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.

Signed: 

Date: 25 FEBRUARY 2024

Name: GERALDINE AUSTIN

Relevant professional qualification(s) or body (if any):

Address: 46 NAILERS DRIVE, BURNTWOOD, STAFFS, WS7 0ER

**BURNTWOOD MEMORIAL COMMUNITY ASSOCIATION**

England & Wales - Charity number 522623

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# Accounts

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## **Trustees Report for 2022**

In 2022 the BMCA experienced yet another extremely challenging year after slowly starting to recover from the Covid pandemic to be hit by the trebling of our energy bills plus high inflation; was a severe blow to the BMCA's financial position.

During the past 12 months the BMCA expenditure has exceeded its income in ten of the twelve months. This cannot be allowed to continue without serious consequences.

The BMCA is currently surviving by using its capital reserves which were intended for the building and infrastructure maintenance, not for the day to day running costs of the BMCA. If action is not taken by the BMCA Committee our capital reserves will run out by 2024 and the BMCA will be forced to close. This is after the BMCA had just celebrated its 100 year anniversary.

At the 2022 AGM the Committee failed to elect a Committee Chairman for the second year running to take responsibility for the day to day running of the BMCA, just leaving it to the Office Administrator and Trustees to take the responsibility.

Thankfully at the 2023 AGM a new Chairman has been elected. The Committee also proposed the election of two extra Trustees – Mr Stan Bourne and Burntwood Town Council (one representative).

On a more positive note the Trustees were able to sanction the installation of solar panels and the re-felting of our leaking flat roof plus controls to our light and central heating which help to reduce our energy bills.

This was only able to be done by the Office Administrator and Trustee obtaining grants plus using some of our capital reserves.

The Trustees will inform the Committee that no more money will be released from capital reserves unless the Committee can provide evidence of a saving of our energy costs or an increase in our revenue to ensure the future viability of the BMCA.

The Trustees will continue to encourage the Committee to try and attract more younger, active members to its Committee to help the BMCA survive the next 100 years.

As we stated in 2021, we will all have to work together to ensure the survival of the BMCA.

The Trustees would like to conclude their report by thanking the Officers of the BMCA, our Office Administrator and Staff for all their hard work in assisting the Trustees in helping to keep the BMCA open in yet another very trying year.

On behalf of The Trustees

B Harman

**BURNTWOOD MEMORIAL COMMUNITY ASSOCIATION****INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2022**

<b>INCOME</b>	<b>2022</b>	<b>2021</b>
Rentals		
Hire of Halls	39,943.59	19,306.60
Catering	1,535.85	550.00
Football	2,170.00	1,925.00
	<u>43,649.44</u>	<u>21,781.60</u>
Fund Raising		
Donations	434.05	16.00
Insurance Claim	17,182.38	35,000.00
Grants	8,587.68	25,130.14
Car Park Fees	2,816.39	2,826.79
	<u>29,020.50</u>	<u>62,972.93</u>
Interest Received	0.00	0.00
	<u>0.00</u>	<u>0.00</u>
Total Income	<u>72,669.94</u>	<u>84,754.53</u>
<b>EXPENDITURE</b>		
Capital Expenditure	52,220.00	11,790.00
General Maintenance	11,260.72	13,523.39
Salaries		
Honorariums	7,854.60	7,355.00
Cleaning	7,413.90	6,362.25
Caretaker	3,241.00	3,226.00
Windows	270.00	210.00
Employment costs	294.60	0.00
	<u>19,074.10</u>	<u>17,153.25</u>
100th Celebration Expenses	1,395.91	561.54
Services		
Gas	9,270.21	386.59
Electricity	4,273.07	1,101.41
Telephone	626.97	424.36
Internet	623.76	443.41
	<u>14,794.01</u>	<u>2,355.77</u>
Rates		
Water	971.34	1,003.43
General	1,021.40	296.98
	<u>1,992.74</u>	<u>1,300.41</u>
Miscellaneous		
Printing, Postage & Stationery	688.84	144.20
Insurance	1,533.98	1,460.21
Advertising/Website Costs	192.13	861.21
Licences	249.60	-297.64
Professional Fees	610.00	350.00
Bank Charges	254.12	69.00
Miscellaneous Expenses	260.86	126.04
	<u>3,789.53</u>	<u>2,713.02</u>
Total Expenditure	<u>104,527.01</u>	<u>49,397.38</u>
Total Income over Expenditure carried forward to Balance Sheet	<u>£ -31,857.07</u>	<u>£ 35,357.15</u>

**BURNTWOOD MEMORIAL COMMUNITY ASSOCIATION**

**BALANCE SHEET AS AT 31 DECEMBER 2022**

	<u>2022</u>	<u>2021</u>		<u>2022</u>	<u>2021</u>
HSBC Car Park	14,888.56	12,177.17	Assets as at 01/01/22	187,724.62	152,367.47
HSBC	83,074.59	87,841.87	Profit/Loss for the year	-31,857.07	35,357.15
Capital Account	57,693.40	87,193.40			
Cash	211.00	512.18			
	<u>155,867.55</u>	<u>187,724.62</u>	Assets as at 31/12/22	<u>155,867.55</u>	<u>187,724.62</u>

I have examined the books and records of Burntwood Memorial Community Association for the year ended 31 December 2022 and I am satisfied that they have been properly kept and fairly represent the affairs of the association.



Geraldine Austin  
Independent Examiner



**Section A Independent Examiner's Report**

**Report to the trustees/ members of**

Charity Name  
BURNTWOOD MEMORIAL COMMUNITY ASSOCIATION

**On accounts for the year ended**

31 DECEMBER 2022	<b>Charity no (if any)</b>	522623
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**Set out on pages**

2 AND 3  
(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2022.

**Responsibilities and basis of report**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008, other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

**Signed:**  **Date:**

**Name:**

**Relevant professional qualification(s) or body (if any):**

**Address:**

**BURNTWOOD MEMORIAL COMMUNITY ASSOCIATION**

England & Wales - Charity number 522623

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# Accounts

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## Trustees Report for 2021

On the 6<sup>th</sup> January 2022 the BMCA reached 100 years of service to the Burntwood Community, a tremendous achievement for which the Committee should be extremely proud.

The BMCA is slowly coming out of the Covid regulations with our smaller Clubs returning. However, we have lost several of our large longstanding Clubs i.e BOC Health Care, Organ Society etc; this will be a large financial loss to the BMCA to add to the Clubs we lost in 2020.

At the AGM in February, the Trustees advised the Committee to be more proactive in attracting new Committee Members to help run the BMCA. There is still a reluctance by the Committee to appoint a new Chairman to run the monthly Meetings, with the result that one of the Trustees is having to Chair the Meetings. This situation cannot be allowed to continue or the BMCA will be forced to close after just celebrating 100 years of existence.

Although the BMCA is financially viable for the next few years, due to the Trustees/Officers obtaining grants and also making insurance claims for loss of earnings during the pandemic. The day-to-day income for running the BMCA is insufficient to cover its expenditure due to the ever-increasing energy costs and the proposed increases in the minimum wage etc. All of our expenditure costs are rising at a faster rate than over the past 50 years. This cannot be allowed to continue, for the next two years the BMCA will have to live within its income, only spending on essential repairs or on projects that will reduce costs or bring in new customers.

At the AGM the Trustees advised the Committee to appoint the following: -

1. A dedicated person to attract new business
2. A dedicated person to obtain Grants
3. A dedicated person to develop and maintain our website

The Trustees will be reviewing the Committees progress over the next three months.

The Trustees will authorise the spending on Solar Panels to help in reducing our energy bills and also on spending to install sensors in all appropriate rooms to switch off lighting.

During 2021 a leak was discovered in our flat roof, which was repaired under our 10-year warranty, unfortunately we are now in our last year of the warranty and it is quite possible that the flat roof will need re-felting in 2023. The estimated cost to do this is £30,000+. The Committee/Trustees will need to start looking for Grants to pay for this.

The next few years are going to be extremely challenging and the Committee will need to work together to get through these years.

The Trustees would like to conclude their report by thanking the Officers of the BMCA, our Office Administrator and Staff for all their hard work in assisting the Trustees in keeping the BMCA open and solvent during 2021.

**BURNTWOOD MEMORIAL COMMUNITY ASSOCIATION****INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2021**

<b><u>INCOME</u></b>	<b><u>2021</u></b>	<b><u>2020</u></b>
Rentals		
Hire of Halls	19,306.60	19,937.60
Catering	550.00	113.00
Football	1,925.00	1,400.00
	<u>21,781.60</u>	<u>21,450.60</u>
Fund Raising		
Donations	35,016.00 *	100.00
*includes Insurance Payout £35,000		
Grants	25,130.14	27,600.00
Car Park Fees	2,826.79	2,205.00
	<u>62,972.93</u>	<u>29,905.00</u>
Interest Received	0.00	55.54
Total Income	<u>84,754.53</u>	<u>51,411.14</u>
<b><u>EXPENDITURE</u></b>		
General Maintenance	25,313.39	5,788.56
Salaries		
Honorariums	7,355.00	5,928.00
Cleaning	6,362.25	5,301.90
Caretaker	3,226.00	3,050.00
Windows	210.00	230.00
	<u>17,153.25</u>	<u>14,509.90</u>
100th Celebration Expenses	561.54	0.00
Services		
Gas	386.59	2,941.34
Electricity	1,101.41	1,852.69
Telephone	424.36	308.55
Internet	443.41	558.32
	<u>2,355.77</u>	<u>5,660.90</u>
Rates		
Water	1,003.43	1,697.78
General	296.98	184.00
	<u>1,300.41</u>	<u>1,881.78</u>
Miscellaneous		
Printing, Postage & Stationery	144.20	137.92
Insurance	1,460.21	1,389.96
Advertising/Website Costs	861.21	1,475.24
Licences	-297.64	432.00
Professional Fees	350.00	700.00
Bank Charges	69.00	69.00
Miscellaneous Expenses	126.04	588.81
	<u>2,713.02</u>	<u>4,792.93</u>
Total Expenditure	<u>49,397.38</u>	<u>32,634.07</u>
Total Income over Expenditure carried forward to Balance Sheet	<u>£ 35,357.15</u>	<u>£ 18,777.07</u>



Section A Independent Examiner's Report

Report to the trustees/ members of

Charity Name BURNTWOOD MEMORIAL COMMUNITY ASSOCIATION

On accounts for the year ended

31 DECEMBER 2021 Charity no (if any) 522623

Set out on pages

2 & 3 (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2021.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
• the accounts did not accord with the accounting records; or
• the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report, in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed: G. Austin

Date: 06/02/2022

Name: GERALDINE AUSTIN

Relevant professional qualification(s) or body (if any):

[Empty box for professional qualification]

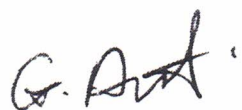
Address: 46 NAILERS DRIVE, BURNTWOOD, STAFFS, WS7 0ER

**BURNTWOOD MEMORIAL COMMUNITY ASSOCIATION**

**BALANCE SHEET AS AT 31 DECEMBER 2021**

	<u>2021</u>	<u>2020</u>		<u>2021</u>	<u>2020</u>
HSBC Car Park	12,177.17	9,650.38	Assets as at 01/01/21	152,367.47	133,590.40
HSBC	87,841.87	55,124.90	Profit/Loss for the year	35,357.15	18,777.07
Capital Account	87,193.40	87,193.40			
Cash	512.18	398.79			
	<u>187,724.62</u>	<u>152,367.47</u>	Assets as at 31/12/21	<u>187,724.62</u>	<u>152,367.47</u>

I have examined the books and records of Burntwood Memorial Community Association for the year ended 31 December 2021 and I am satisfied that they have been properly kept and fairly represent the affairs of the association.



Geraldine Austin  
Independent Examiner