



## Trustees' Annual Report for the period

From 1<sup>st</sup> April 2019 to 31<sup>st</sup> March 2020

Charity name: **Burton Community Association**

Charity registration number: **1171730**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To promote the benefit of the inhabitants of the area of benefit without distinction of sex, sexual orientation, age, disability, nationality, race or of political, religious or other opinions, by associating together the said inhabitants and such statutory authorities, voluntary and other organisations as appropriate in a common effort to provide facilities in the interest of health and social welfare for recreation with the objective of improving the conditions of life for the said inhabitants
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>The Association has focussed upon three main objectives and activities that have been undertaken for the public benefit.</p> <p>1. Establishment of a children's play area: The association has negotiated the lease of a small piece of land within the village, cleared the area, erected appropriate fencing and gates, and turfed the area. Play equipment has been installed and maintained. Parents and children of the village have made significant use of the play area and this is of huge benefit to a village without any other source of amenity.</p> <p>2. To preserve and protect health: The association has worked in partnership with the British Heart Foundation and has purchased and installed a 'public access defibrillator' within the village. Appropriate training in CPR &amp; Defibrillator use has been provided to a large number of residents on a voluntary basis. The equipment has been used on several occasions to assist with providing first aid prior to attendance of emergency</p>

		<p>services. The equipment is registered with The South Western Ambulance Service and available for use by members of the public.</p> <p>3. To promote an improved liaison with Police: The association has worked in partnership with the local Police to provide a community speed watch (CSW) group to help reduce traffic speed and minimise harm of injury to its residents. The CSW group has deployed the speed detection equipment on numerous occasions, reporting results directly to the Police for any necessary action.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have ensured a consistent approach to its activities and undertaken them in accordance with Charity Commission guidance documents PB1, PB2 and PB3.

**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Not included
Policy on social investment including program related investment	Para 1.38	Not included
Contribution made by volunteers	Para 1.38	Not included
Other		None

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The Association has provided a well-equipped open space for children to visit for recreational purposes. This has been the third year of operation and indications are the area is well used on a daily basis and complements the increased numbers of younger families who have become residents of the village and surrounding parish. The site and equipment are maintained and insured by the BCA</p> <p>The Association has provided appropriate CPR &amp; defibrillator training for 32 residents and ensured an annual refresher session was made available to anyone who wished to participate. A bespoke version of this training was provided to 4 children within the village at the request of parents.</p> <p>The status of the equipment is reported upon monthly to the local Ambulance Service to confirm serviceability and readiness for any medical emergency. The equipment has not been used during the past year to assist with any related emergencies</p> <p>The Association currently has 5 trained Community Speed Watch (CSW) volunteers and deployed on 11 sessions with a total of 83 vehicles reported to the Police for exceeding the speed limit threshold.</p> <p>The Association has also introduced a group of volunteers to form the Village Appearance Group which has taken the lead to encourage the community to improve the overall appearance of the village and seek to improve overall wellbeing through its actions.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Not included
Performance of fundraising activities against objectives set	Para 1.41	Not included

Investment performance against objectives	Para 1.41	Not included
Other		None

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The current financial reserves are considered to be sufficient to meet the requirements as defined within the association financial reserves policy
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>The Association continues to operate with a very limited source of funding and expenditure.</p> <p>The limited income, primarily from lottery club membership subscription and ad hoc donations is expected to remain the primary source of money to achieve the current objectives.</p> <p>The children's play area equipment has a substantial manufacturer's warranty for major component parts, although trustees have a duty to ensure funding is made available for the common operating costs such as: liability and possessions insurance, costs for maintenance and inspections of play equipment and area, consumables for the defibrillator and administration costs.</p> <p>The trustees have:</p> <ul style="list-style-type: none"> <li>Decided to hold limited financial reserves of £1,500</li> <li>Reserves will be required to cover fluctuations in payments; meeting specific future needs, to take action if income falls below expectations, and have a contingency for potential risks.</li> </ul>
Amount of reserves held	Para 1.22	£2,065.29p
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None

**Additional information (optional)**

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Not included
Investment policy and objectives including any social investment policy adopted	Para 1.46	Not included
A description of the principal risks facing the charity	Para 1.46	No risks identified
Other		None

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Association Constitution published on 15 <sup>th</sup> February 2017
How is the charity constituted? (e.g., unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g., election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are elected by members of the association at the Annual General meeting  (In accordance with paras 12, 13 & 14 of the constitution)

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Not included
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The trustees have delegated certain responsibilities to committees/groups for the management of certain association activities, in accordance with 'terms of reference' policy document. The committees/groups formed for the reported year are: <ul style="list-style-type: none"> <li>• General committee to include CSW</li> <li>• Events/fundraising committee</li> <li>• Village Appearance Group</li> </ul>
Relationship with any related parties	Para 1.51	Not included
Other		None

### Reference and Administrative details

Charity name	Burton Community Association
Other name the charity uses	Not applicable
Registered charity number	1171730
Charity's principal address	Church Cottage, Burton, Wiltshire SN14 7LS

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Paula Coyle	Chair		
2	Alistair Caie	Treasurer		
3	Christopher Bennett	Secretary		
4	Judith Bird			
5	James Pearse			
6	Missy Sell			
7	James Towers			
8	Cynthia Walsh			
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

**Corporate trustees – names of the directors at the date the report was approved**

<b>Director name</b>		
Not applicable		

**Name of trustees holding title to property belonging to the charity**

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	
Alistair Caie		
Grant Cambridge		
Philippa Gilbert		

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Leasehold title of play area land only
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	BCA objectives apply only
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	No separate arrangements required

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
-----------------	------	---------

n/a		

#### Name of chief executive or names of senior staff members (Optional information)

n/a
-----

### Exemptions from disclosure

Reason for non-disclosure of key personnel details

Not applicable
----------------

### Other optional information

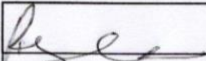
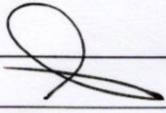
None
------



## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	P. COYKE	CHRISTOPHER DAVID BEGG
Position (eg Secretary, Chair, etc)	CHAIR	SECRETARY
Date	22 <sup>nd</sup> Nov 2020	