

WHATTON & ASLOCKTON PLAYING FIELD TRUST

(Registered Charity – 1135385)

ANNUAL REPORTS AND ACCOUNTS
FOR THE YEAR ENDED
31ST MARCH 2014

Table of Contents

Report of the Trustees for the year ended 31 March 2014	4
Background.....	4
Aims and Objectives	4
Structure, Governance and Management.....	4
Trustee.....	4
Committee	5
Statement of Trustees' Responsibilities	6
Review of the Year.....	7
Introduction.....	7
Overview of Results for the Year	7
Sports areas	7
Fund Raising Events.....	8
Pavilion	8
Operating Profit and Loss Account.....	9
Balance Sheet	10
Cash Flow Statement.....	11
Accounting Policies and Other information	12
Accounting Policies.....	12
Introduction.....	12
Income and Expenditure	12
Reserves.....	12
Charity Status	12
Notes to the Accounts	13
Notice of Annual General Meeting.....	15

Report of the Trustees for the year ended 31 March 2014

Background

The freehold of the playing field was purchased jointly by Aslockton Parish Council and Whatton-in-the-Vale Parish Council in 1994, with the aid of a grant from the Big Lottery Fund.

In May 2006 the Parish Councils entered into a Deed of Dedication with the National Association of Playing Fields (now Fields in Trust). The Deed of Dedication ensures that the playing field will remain a recreational facility in perpetuity for the benefit of the residents of Aslockton and Whatton-in-the-Vale.

The Deed of Dedication also appointed Aslockton Parish Council and Whatton-in-the-Vale Parish Council as the Sole Trustee (the 'Trustee').

On the 7th April 2010 the Whatton and Aslockton Playing Trust was registered with the Charity Commission as a Registered Charity – Number 1135385

Aims and Objectives

The Whatton and Aslockton Playing Field Trust aims to provide sporting and recreational facilities to the residents of Aslockton and Whatton-in-the-Vale.

Structure, Governance and Management

Trustee

The Trustee is Aslockton Parish Council and Whatton-in-the-Vale Parish Council (the 'Parish Councils')

The Parish Councils have established a Joint Sub-Committee to undertake the responsibilities of the Trustee on behalf of the Parish Councils. The members of the Joint sub-committee are as follows:

Cllr. Mansfield Barker (Aslockton Parish Council)

Cllr. Ray Dawson (Whatton-in-the-Vale Parish Council)

Cllr. Barbara Harris (Whatton-in-the-Vale Parish Council)

Cllr. Gregory Redford (Whatton-in-the-Vale Parish Council)

Cllr. Thomas Daws (Aslockton Parish Council)

The Trustee has delegated day to day management of the facility to the Whatton and Aslockton Playing Field Committee.

Committee

In 2006 the Trustee delegated the day-to-day management of the Playing Field to the Whatton and Aslockton Playing Field Committee (the 'Committee').

The Committee comprises:

- Two members appointed by Aslockton Parish Council;
- Two members appointed by Whatton-in-the-Vale Parish Council;
- One member appointed by Aslockton Cranmers Football Club;
- One member appointed by the Greyhounds Football Club;
- One member appointed by Whatton and Aslockton Cricket Club;
- One member appointed by Cranmer Arms Football Club (replacing Whatton United Football Club) and
- Four members elected at the Annual General Meeting.
- The Committee may also co-opt two additional Members.
- Members serve until the Annual General Meeting.

The Chairman, Vice-Chairman, Treasurer and Secretary are elected by the Committee at the committee meeting immediately following the Annual General Meeting.

Members

Name	Tenure	Residence	Notes
Cllr. Mansfield Barker	Appointed by Aslockton Parish Council	Aslockton	Resigned 10 th March 2014
Bob Crawford	Appointed by the Greyhounds Football Club	Aslockton	
Cllr. Thomas Daws	Appointed by Aslockton Parish Council from May 2012	Aslockton	
Cllr. Ray Dawson	Appointed by Whatton-in-the-Vale Parish Council	Whatton-in-the-Vale	
Martin Hallam	Appointed by Aslockton Cranmers Junior Football Club	Whatton-in-the-Vale	
Richard Lambourne	Appointed by Whatton & Aslockton Cricket Club	Bingham	
Gerry Nerney	Elected	Aslockton	
Cllr. Gregg Redford	Appointed by Whatton-in-the-Vale Parish Council	Whatton-in-the-Vale	
Cllr. Nigel Morley	Elected – Appointed by Aslockton Parish Council during year.	Aslockton	Appointed 10 th March 2014
Philip Frost	Elected	Aslockton	

Officers

Chairman	Gregg Redford
Honorary-Treasurer	Ray Dawson
Secretary	Vacant
Ground Manager (Football Season)	Bob Crawford
Ground Manager (Cricket Season)	Richard Lambourne

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 Generally Accepted Accounting Practice.

The law applicable to charities in England and Wales, the Charities Act 1993, 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;
- 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 1993, 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.

Review of the Year

Introduction

The individual elements of the playing field activities are provided in more detail below, but in general the committee has met its objectives in 2013/2014.

The Playing Field is lucky in having a pro-active and dedicated committee who not only give their time freely to attend and contribute to our monthly meetings and thus the overall management of the field, but many also contribute to the practical maintenance of the facilities.

Overview of Results for the Year

The total income for the year amounted to £4,184 (Prior Year £6,712), including gross Income from Fund Raising activities of £796 (Prior Year £3,060).

Rental income from the User Club has reduced in the year due to Aslockton Cranmer Junior Football Club playing less games on the field. Additionally income from Fund raising was greatly reduced in 2013/2014 – see Fund Raising.

Operating Costs were £4,040 (Prior Year £4,256) producing an excess of Income over Expenditure before Extraordinary Maintenance Costs of £144 (Prior Year: £902). As last year there were no Extraordinary Maintenance Costs incurred during the year.

The Profit Transferred to reserves was £144 (Prior Year: £902).

The Trust funded the purchase of a Nest Swing during the year at a cost of £2,520, this was funded by the utilisation of the Capital Reserve.

The Bank position was a positive balance of £2,720 compared with the prior year figure of £5,030.

The impact of reduced usage and a lower income from fund raising activities has clearly impacted on the retained profit.

Sports areas

On behalf on the committee I would like to thank our Ground Managers for their work in ensuring that all our playing surfaces remain 'playable'. Both our Ground Managers, Bob Crawford (Football season) and Richard Lambourne (Cricket Season) give their time to ensure that our playing surfaces remain in the best condition possible.

The Cranmer Arms Football Club use the Senior Pitch alternating with the Greyhounds Football Club.

The Playing Field continues to support youth sport with Aslockton Cranmer Juniors, although the number of matches played has been reduced by the Club and the junior side of Whatton and Aslockton Cricket Club.

Fund Raising Events

The Trust has for the last seven years organised a 'Field Day' known as the Village Gala and with the exception of the Diamond Jubilee Year, it has been held every year. Income from the event has contributed towards the finances of the Trust. The cost of staging the event was in the region of £2,000. The attendance at the 2013/2014 Gala was disappointing and the event would have made a significant loss without the financial support of both our County and Borough Councillors. Volunteers expended a great amount of time and effort on staging the event and the Committee has decided that the cost and effort required to stage the Village Gala was greatly disproportionate to the support it achieved from residents.

Pavilion

The Pavilion continues to be under review, it is the Committees' intention to publish a Development Plan during 2014/2015. It is intended that the review will include proposals for the replacement of the pavilion and a full review of the funding requirements and opportunities.

GR Redford

CHAIRMAN of the Whatton and Aslockton Playing Field Committee
on behalf of the Trustee –May 2014

Operating Profit and Loss Account

	Note	Year Ended 31 st March 2014 £'s	Year Ended 31 st March 2013 £'s
Income from Ground Rental	2	909	1,190
Income from Pavilion Rental	3	679	662
Net Income from Fund Raising Activities	4	796	1,506
Parish Council Funding Contribution	5	1,800	1,800
Revenue Grants	6	-	-
Other income	8	-	-
TOTAL INCOME		4,184	5,158
Subscriptions, Licenses etc	9	25	35
Printing and Stationary	10	-	-
Postage and Delivery	11	-	-
Professional Fees	12	364	300
Insurance - Liability	13	-	-
Insurance – Building and Contents	14	761	312
Water Charges	15	77	52
Equipment and Field Safety checks	16	78	76
Rent – Meetings	17	-	29
Council Tax	18	190	161
Web Site	19	77	64
Grass Cutting	20	1,270	1,535
Pavilion Maintenance	21	279	476
Ground and Boundary Maintenance	22	619	857
Trade Waste disposal	23	-	-
Play Equipment Maintenance Reserve	32	200	200
Ground Maintenance Reserve	33	100	100
Miscellaneous Expenses	24	-	-
TOTAL EXPENSES		4,040	4,256
Profit before extra-ordinary items			902
Extra-ordinary Maintenance	25	-	-
PROFIT – TRANSFERRED TO RESERVES	35	144	902

Adopted by the Committee on 28th May 2014.

Balance Sheet

	Note	Year Ended 31 st March 2014 £'s	Year Ended 31 st March 2013 £'s
FIXED ASSETS			
Equipment		638	
Total Fixed Assets		638	638
CURRENT ASSETS			
Current Account	26	2,720	5,030
Prepayments	27	640	734
Cash-in-hand and Petty Cash	28	183	183
Sales Ledger	29	598	589
TOTAL CURRENT ASSETS	30	4,141	6,536
CREDITORS DUE WITHIN ONE YEAR			
Purchase Ledger	33	-	20
Accruals	34	-	-
TOTAL CREDITORS		-	20
NET CURRENT ASSETS		4,141	6,516
Total assets less current liabilities		4,779	7,155
CAPITAL AND RESERVES			
General Reserve	35	3,144	3,000
Play Equipment Reserve	31	800	600
Maintenance Reserve	32	100	300
Capital Reserve		735	3,255
		4,779	7,155

Adopted by the Committee on the 28th May 2014.

Cash Flow Statement

	Year Ended 31 st March 2013 £'s	Year Ended 31 st March 2012 £'s
OPERATING ACTIVITIES		
Net Income	144	902
Adjustments to reconcile net income to cash		
Decrease (Increase) in outstanding debtors	(9)	291
(Increase) Decrease in Prepayments	(33)	(617)
(Increase) Decrease in outstanding creditors	(20)	(127)
Increase (Decrease) in accruals	127	(428)
Net Cash provided by Operating activities	209	321
INVESTING ACTIVITIES		
Equipment	-	(512)
Net cash absorbed by investing activities		
FINANCING ACTIVITIES		
Movement in Reserves	(2,520)	-
Net Cash provided by Financing Activities	(2,520)	0
Net cash change for the period	(2,309)	1,191
Cash at beginning of the period	5,212	5,403
Cash at the end of the period	2,903	5,212

Adopted by the Committee on the 28th May 2014.

Accounting Policies and Other information

Accounting Policies

Introduction

The financial statements have been prepared under the historical cost convention.

Income and Expenditure

Where income is received in advance, recognition is deferred and included in creditors and where entitlement arises before income is received the income is accrued.

Where expenditure is made prior to the service or goods being provided the 'unused' element of the cost are carried forward into the next financial year as a 'prepayment'. Where goods or services have been received, but not yet invoiced, the amount is included in these accounts as an accrual.

No amounts are included in the financial statements for services donated by volunteers.

Reserves

Surpluses are transferred to Reserves, in the following manner:

- General Reserve – The target level for the General Reserve is an amount equal to the anticipated annual expenditure. Any surpluses are applied firstly to this reserve to maintain the target level of £3,000 per 2011/2012
- Capital Reserve - To fund future Capital Projects

Where donations or fund raising activities are for specific purpose proceeds of such donations or funding-raising will be allocated directly to the specified reserve.

Charity Status

The Whatton and Aslockton Playing Field Trust is a Registered Charity - Registration Number: 1135385.

Notes to the Accounts

1. These notes amplify various issues in the Accounts. The number in the 'Note' column in the Profit and Loss and Balance Sheet relates to these notes.
2. **Ground Rental** is derived from the four sports clubs using the facilities. The clubs are invoiced in November of each year.
3. **Pavilion Rental** is derived from the four sports club the facility. The clubs are invoiced in November of each year.
4. **Net Income from Fund Raising Activities** in the year under review relates to the Income from the Village Gala.
5. **Parish Council Funding Contribution** reflects the Annual Contribution towards the running costs of the Playing Field by Aslockton and Whatton-in-the-Vale Parish Councils.
6. **Revenue Grants** – there were no revenue grants during the year.
7. **Donations and Sponsorship** – There was no Donations during the year.
8. **Other Income** – there was no other income for the year.
9. **Subscriptions, Licenses etc.** represents the cost of the Event License for events, Small Lotteries Fee. As no applicable raffles are planned the Small Lotteries license has not been renewed.
10. **Printing and Stationary** – Represents the cost of Printing and Stationary which was zero in the year.
11. **Postage and Delivery** – there was no expenditure in the year.
12. **Professional Fees** – represents the cost of the preparation of the Annual Accounts, Charity Commission and HMRC returns.
13. **Insurance Third Party and Play Equipment** – The Liability through Whatton-in-the-Vale Parish Council as the freehold owner. The Play Equipment is not insured for damage. An accrual of £200 per annum is made to cover repairs to the equipment see Note 32.
14. **Insurance Building and Contents**- The cost of the building and contents insurance for the Pavilion.
15. **Water Charges** - The cost of the metered water supply.
16. **Equipment and Field Safety Checks**- the cost of the annual RoSPA annual play equipment check.
17. **Rent** reflects the cost of hiring the Jubilee Hall for meetings. The Pavilion is used for meetings as much as possible in order to reduce costs.
18. **Council Tax** reflects the Council Tax payment made to Rushcliffe Borough; the actual cost includes a statutory 80% reduction applicable to Registered Charities.
19. **Fund Raising Expenditure** – is included as part of the Net Income from Fund Raising Activities. Details are included in Note 4.
20. **Grass Cutting** – the field is cut by Whatton and Aslockton Cricket Club during the Cricket Season and the Greyhounds Football Club in the football season.
21. **Pavilion Maintenance** no costs were incurred during the year.
22. **General Ground, Boundary Maintenance** reflect the cost of hedge cutting and the strimming of the field edges. £300 was transferred from the General Maintenance Reserve to offset non-repeating costs in the year.
23. **Trade Waste disposal** there were no changes during the year.

24. **Miscellaneous Expenses** represents the cost of chains and locks and the reversal of the deposit for the hire of the marquee.
25. **Extra-Ordinary Maintenance** There was no extra-ordinary costs within the year (prior year: Nil) all maintenance expenditure is included in the 'Expenditure' section of the accounts.
26. **Current Account** represents the funds held at the National Westminster Bank Limited, Bingham Branch.
27. **Prepayments**
Prepayments represents expenditure which relates to costs after the financial year under review.
28. **Cash-in-hand and Petty Cash** - the figure represents Petty Cash.
29. **Sales Ledger** - represent the outstanding debtors at the year end.
30. **Purchase Ledger** represents outstanding supplier invoices.
31. **Accruals** represent provision for costs incurred in the year for which an invoice has not yet been received.
32. **Capital and Reserves and Financing Movements**

	General Reserve £s	Play Equipment Reserve £s	Maintenance Reserve £s	Capital Projects Reserve £s	Total £s
Reserve brought forward	3,000	600	300	3,255	7,155
Release and Transfer			(300)	(2,520)	(2,820)
Allocated in the Year	-	200	100	144	444
CLOSING RESERVES	3,000	800	100	879	4,779

Notice of Annual General Meeting

Notice of the 7th Annual General Meeting of the Whatton & Aslockton Playing Field Trust in
The Pavilion, Dark Lane, Whatton-in-the-Vale

At 7:30 pm

On Wednesday 25th June 2014

AGENDA

1. Presentation and adoption of the Accounts for the Year-ended 31st March 2014.
2. Election of a maximum of Four Committee Members in accordance with Clause 2 of the Rules Governing the Conduct of the Management Committee.
 - a. Gerry Nerney retires and offers himself for re-election.
 - b. Phillip Frost retires and offers himself for re-election.
3. Any other business.

Notes:

The Committee consists of:

Two members appointed by Aslockton Parish Council

Two members appointed by Whatton-in-the-Vale Parish Council

One member appointed by Aslockton Cranmer FC

One member appointed by The Greyhounds FC

One member appointed by Whatton and Aslockton Cricket Club

One member appointed by Cranmer Arms FC and

Four members elected by the residents of Aslockton, Scarrington and Whatton-in-the-Vale.

Nominations for proposed Elected Members may be presented at the meeting. Residents of Aslockton, Scarrington and Whatton-in-the-Vale aged 18 years and over are entitled to vote. Extract from the rules: 'Every matter must be decided by majority decision of those present and voting. The Chairman may cast a second or casting vote only if there is a tied vote.'