



WHATTON & ASLOCKTON PLAYING FIELD TRUST

(Registered Charity – 1135385)

ANNUAL REPORTS AND ACCOUNTS
FOR THE YEAR ENDED
31ST MARCH 2015





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Report of the Trustees for the year ended 31 March 2015

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
Bob Crawford	Appointed by the Greyhounds Football Club	Aslockton	
Cllr. Thomas Daws	Appointed by Aslockton Parish Council	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	
Philip Frost	Elected	Aslockton	

*Members did not attend the required number of meetings. The Cranmer Arms FC did not appoint a member.



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 2014-2015.

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 £3,793 (Prior Year £4,184), including gross Income from Fund Raising activities of £367 (Prior Year £796).

Rental income from the User Clubs amounted to £1,626 (Prior Year: £1,588). The contribution from the Parish Councils remained unchanged at £1,800. However, income from Fund raising was greatly reduced in 2014/2015 – see Fund Raising.

Operating Costs were reduced substantially in the year to £3,284 (Prior Year £4,040) producing an excess of Income over Expenditure before Extraordinary Maintenance Costs of £510 (Prior Year: £144). As last year there were no Extraordinary Maintenance Costs incurred during the year.

The Profit Transferred to reserves was £510 (Prior Year: £144).

New fittings were fitted to the Nest Swing as a resident raised concerns at the wear.

The Bank position was a positive balance of £2,638.

The Trust continues to maintain the cost base within the available income.

Sports areas

On behalf of 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

As reported last year the Committee has resolved not to hold any further Village Galas for the time being. Fund raising in the current year was restricted to two raffles. Whilst they



raised £367 the effort required to sell the tickets was not reflected in the proceeds. The Committee is continuing to investigate other fund raising activities.

Pavilion

The need for a new replacement Pavilion continues to be urgent and a Committee of T Daws, R Lambourne and GR Redford has been formed to take the project forward. It is the intention to present the initial plan for partner and community consultation within the next two months.

The project plan will be developed over a number of stages:

1. Community and Partner Engagement.
2. Definitive Plans, Provisional Costing and Planning Application
3. Detailed Plans and Grant and Funding submissions
4. Tendering and Project Management Plan for the Build.

GR Redford

CHAIRMAN of the Whatton and Aslockton Playing Field Committee
on behalf of the Trustee – June 2015



Operating Profit and Loss Account

	Note	Year Ended 31 st March 2015 £'s	Year Ended 31 st March 2014 £'s
Income from Ground Rental	2	928	909
Income from Pavilion Rental	3	698	679
Net Income from Fund Raising Activities	4	367	796
Parish Council Funding Contribution	5	1,800	1,800
Revenue Grants	6	-	-
Other income	8	-	-
TOTAL INCOME		3,794	4,194
Subscriptions, Licenses etc	9	90	25
Printing and Stationary	10	-	-
Postage and Delivery	11	-	-
Professional Fees	12		364
Insurance - Liability	13		-
Insurance – Building and Contents	14	429	761
Water Charges	15	67	77
Equipment and Field Safety checks	16	82	78
Rent – Meetings	17		-
Council Tax	18	223	190
Web Site	19	81	77
Grass Cutting	20	1,627	1,270
Pavilion Maintenance	21	42	279
Ground and Boundary Maintenance	22	375	619
Trade Waste disposal	23		-
Play Equipment Maintenance	32	234	200
Ground Maintenance Reserve	33		100
Miscellaneous Expenses	24	35	-
TOTAL EXPENSES		3,285	4,040
Profit before extra-ordinary items		509	144
Extra-ordinary Maintenance	25	-	-
PROFIT – TRANSFERRED TO RESERVES	35	509	144

Adopted by the Committee on 24th June 2015.



Balance Sheet

	Note	Year Ended 31 st March 2015 £'s	Year Ended 31 st March 2014 £'s
FIXED ASSETS			
Equipment		638	
Total Fixed Assets		638	638
CURRENT ASSETS			
Current Account	26	2,638	2,720
Prepayments	27	304	-
Cash-in-hand and Petty Cash	28		-
Sales Ledger	29		-
TOTAL CURRENT ASSETS		2,942	2,720
CREDITORS DUE WITHIN ONE YEAR			
Purchase Ledger	30	-	-
Accruals	31	-	287
TOTAL CREDITORS		2,942	287
NET CURRENT ASSETS		2,942	2,720
Total assets less current liabilities		3,580	3,071
CAPITAL AND RESERVES	32		
General Reserve		3,000	3,000
Capital Reserve		508	71
		3,580	3,071

Adopted by the Committee on 24th June 2015.



Cash Flow Statement

	Year Ended 31 st March 2015 £'s
OPERATING ACTIVITIES	
Net Income	509
Adjustments to reconcile net income to cash	
Decrease (Increase) in outstanding debtors	-
(Increase) Decrease in Prepayments	(304)
(Increase) Decrease in outstanding creditors	-
Increase (Decrease) in accruals	(287)
Net Cash provided by Operating activities	(82)
INVESTING ACTIVITIES	
Equipment	-
Net cash absorbed by investing activities	
FINANCING ACTIVITIES	
Movement in Reserves	
Net Cash provided by Financing Activities	
Net cash change for the period	(82)
Cash at beginning of the period	2,720
Cash at the end of the period	2,638

Adopted by the Committee on the 28th May 2015.



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 2013/2014
- 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 raffles.
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. A new application was made for a Small Lotteries Licence in the year.
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. There were no charges during the year.
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 but is repaired on a 'as-required' basis. During the year under review the fixings on the Nest Swing were replaced with stronger more robust untis.
14. **Insurance Building and Contents-** The cost of the building insurance for the Pavilion. The Trust do not insure contents.
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 of rooms for meetings. The Pavilion is used for meetings as much as possible in order to reduce costs and where it is not possible to use the Pavilion the meetings are held in a private room at the Cranmer Arms, Aslockton at no charge. There is therefore no charges during the year under review.
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** A small cost was incurred during the year.



22. **General Ground, Boundary Maintenance** reflect the cost of hedge cutting and the strimming of the field edges.
23. **Trade Waste disposal** there were no changes during the year.
24. **Miscellaneous Expenses** There were no charges under this category during the year.
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**
The Prepayments represents charge received in the year part of which (the prepayment) related to the following financial year.
28. **Cash-in-hand and Petty Cash** - All cash has been Banked there is therefore no Petty Cash or Cash in hand.
29. **Sales Ledger** - There were no outstanding debtors at the year end.
30. **Purchase Ledger** – There were no outstanding supplier invoices.
31. **Accruals** – There were no accruals necessary.
32. **Reserves** - The General Reserve is considered sufficient to protect the Trust against either non-payment or a reduction in the Rentals received from User Clubs. The Capital Reserve represents the difference between the General Reserves and Total Reserve and is intended to fund future Capital Projects.



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 29th July 2014

AGENDA

1. Presentation and adoption of the Accounts for the Year-ended 31st March 2015.
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. Tom Daws offers himself for election to the Committee.
3. The Committee recommends changes to the Rules Governing the Committee. The recommended changes are attached to this notice.
4. 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 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.'



In relation to item 3 on the Agenda, the following amendments to the Rules Governing the Committee will be proposed as a single motion for approval by the meeting, unless there an objection, in which each case the amendments will be proposed separately according to their number as listed below.

1. An addition to Clause 4 Appointed Members.

A new sub-clause 8 added as follows:

(8) Where an organisation fails to appoint a member the committee may appoint additional co-opted member(s) in addition to those contained in 4. below.

2. Clause 13. Quorum has been amended, the following has been added at the end of 13 (1).

or not less than three members whichever is the smaller.

3. Clause 18. Bank

Clause 18 (2) is deleted and replaced by:

The Chairman and at least two other Committee members shall be authorised signatories.

The Committee may at its discretion appoint as many of their number as they think appropriate.

4. A new Clause 23 added as follows:

23. Financial Governance

- (1) Management Accounts will be presented to each meeting where a transaction of any kind has taken place between the meeting immediately prior to the current meeting and the current meeting.
- (2) The Management Accounts presented will consist of:
 - a. Profit and Loss
 - b. Balance Sheet
 - c. Bank Reconciliation
 - d. Operating Accounts