



CHARITY COMMISSION
FOR ENGLAND AND WALES

Weiney Playing Field Charity

No (if any)
401,653

Receipts and payments accounts

For the period from	Period start date	To	Period end date
	1st April 2024		31st March 2025

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £
A1 Receipts				
Hall Hire	4,469	-	-	4,469
Fundraising events	3,838	-	-	3,838
recycling credits	27	-	-	27
Feed in tariff	602	-	-	602
Donations	1,700	-	-	1,700
Grants	24,699	-	-	24,699
	-	-	-	-
	-	-	-	-
Sub total (Gross income for AR)	35,334	-	-	35,334
A2 Asset and investment sales, (see table).				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total receipts	35,334	-	-	35,334
A3 Payments				
Broadband	424	-	-	424
Bank charges	89	-	-	89
Field maintenance	424	-	-	424
Cleaner	1,443	-	-	1,443
Repairs	1,360	-	-	1,360
Services	1,631	-	-	1,631
Electricity	1,746	-	-	1,746
water	149	-	-	149
Supplies	71	-	-	71
Sub total	7,338	-	-	7,338
A4 Asset and investment purchases, (see table)				
Solar Battey	9,700	-	-	9,700
Outdoor tennis table	934	-	-	934
Sub total	10,634	-	-	10,634
Total payments	17,972	-	-	17,972
Net of receipts/(payments)	17,363	-	-	17,363
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	-	-	-	-
Cash funds this year end	17,363	-	-	17,363

Section B Statement of assets and liabilities at the end of the period

		Unrestricted funds	Restricted funds
Categories	Details	to nearest £	to nearest £
B1 Cash funds	Unity Bank account	32,186	-
		-	-
		-	-
	Total cash funds	32,186	-

(agree balances with receipts and payments account(s))

[illegible]

	Details	Fund to which asset belongs	Cost (optional)
B3 Investment assets			-
			-
			-
			-
			-

[illegible]

	Details	Fund to which liability relates	Amount due (optional)
B5 Liabilities			-
			-
			-
			-
			-

Signed by one or two trustees on
behalf of all the trustees

Signature

Print Name _____

10/10/20

KEWONGA GOODHILL



Trustees' Annual Report for the period

	Period start date	Period end date
From	1st April 2024	To 31st March 2025

Section A Reference and administration details

Charity name Welney Playing Field Charity

Other names charity is known by

Registered charity number (if any) 401,653

Charity's principal address Welney Playing Field

Hurn Drove

Welney

Postcode

PE14 9SD

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Welney Parish Council	Sole Trustee		Welney Parish Council
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Charity Scheme

How the charity is constituted
(eg. trust, association, company)

Welney Parish Council is the sole trustee for the Welney Playing field charity

Trustee selection methods
(eg. appointed by, elected by)

The parish councillors of Welney are elected by the parishioners and the parish council is the sole trustee

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The parish council appoints an events team that organise events throughout the year to bring in funds to help to continue to run the charity to provide village community centre facilities and and playing field for the benefit of all the inhabitants of the village of Welney.
A minimum of 2 parish councillors make up the events team.
The parish council

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

The object of the charity shall be the provision of a recreation ground for the benefit of the inhabitants of the parish of Welney with the object of improving the conditions of life for the said inhabitants.
The playing field shall be held in trust for the purposes of the charity

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Provision of a playing field for recreational activities, including sporting activities, dog walking and children's play equipment.

The community centre provides modern facilities having been erected in 2016 for meetings, events and celebrations for primarily those within the parish, but is also available to those beyond the parish to further assist in the upkeep in the facilities.

The trustees facilitate events during the year for the benefit of the inhabitants including a gala day event, musical evenings and parties for the children at Halloween and Christmas along with a Christmas fair and other fundraising events during the year.

The hall provides a modern facility for the various groups and organisations within the parish to hold events and meetings

When planning events for the year the trustees have read the guidance on public benefit as published by the charities commission in order to further the objectives of the charity.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

Grant funding was received from the Borough of Kings Lynn and West Norfolk towards the purchase of solar battery powerpack to store electricity from the solar panels during the day in order to benefit the hall users in the darker evenings. Funding was also received from Marshalls Charity to go towards the purchase of the new childrens play equipment for the playing field.

Several successful events we provided for the enjoyment of the residents as well as fund raising for the field and community centre running costs. The annual Gala day and Christmas market were possibly the larger fund raisers during the year but the Elvis night, medium night, tea dance and singer evening as well as the Halloween disco for the children all proved to be successful and provided needed funding.

The 10 or so regular volunteers of the events team continue to give their time to enhance the events that the centre continues to offer.

Regular hall hire for the varied user groups continue to hire the facility and keep it regularly used.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Charity aims to hold a reserve of one year's expenditure in its account

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The principal source of funding continue to be fund raising and hall lettings along with annual grants from the Parish Council and the William Marshall Charity for specific items to further enhance the facility.

The William Marshall Charity has and continues to be one of the major funders within the village and of course the main benefactor in funding the building of the community centre

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

20th January 2026



Trustees' Annual Report for the period

	Period start date	Period end date
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Welney

Postcode

PE14 9SD

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	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Welney Parish Council	Sole Trustee		Welney Parish Council
2	Kenneth Goodger	CHAIR		
3	SARAH GAYLOR			
4	MATHEW BARKER			
5	ANDREW CLADON			
6	LAURE BOMBARD			
7	PETER GARDINER			
8	DEWIS LOWRY			
9	DOROTHY HARVEY			
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Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Kenneth Goodger

Position (eg Secretary, Chair, etc)

Chair

Date

20th January 2026

Melanie Webb
Holly and Ivy Barn
The Cottons
Outwell
Wisbech
Cambs
PE14 8TL
Tele: 07368 420237
Email: meljwebb8@gmail.com

Dear Welney Playing Field Charity,

Thank you for the opportunity to conduct the audit for your charity for the financial year ending March 2025. I would like to provide a brief overview of my professional background.

My career began in the accounts department at British Telecom before transitioning into engineering roles. After 23 years, I joined a local secondary school, where I managed significant budgets within the Finance department. Since 2019, I have served as Clerk and Responsible Financial Officer for several Parish Councils.

Additionally, I have completed an internal auditor course with Norfolk Parish Training and Support.

For services provided to your Charity, my fee would be £25 per hour.

Yours sincerely,

Melanie Webb

Welney Playing Field Charity

Audit Report

Financial Year 2024-25

Prepared by Melanie Webb

I have completed an audit of the accounts for Welney Playing Field for the year ending 31 March 2025. My findings are detailed below.

I would like to thank the Chair for providing me with all the information required for the Audit.

Internal control	Test	Observations
Proper bookkeeping	Are the monthly reconciliation maintained and up to date?	Yes. I have conducted a sample of financial transactions and reviewed corresponding bank statements
	Is the reconciliation arithmetically correct?	yes
	If bank balances are more than £100,000 is there an appropriate investment strategy?	n/a
Financial Regulations and payment controls	Have items or services been competitively purchased?	No evidence of this
	Are payments in the reconciliation breakdown supported by invoices,	Optimum Electrics March 2025 Please note: this document serves as a receipt rather than an invoice. For greater transparency, an invoice is preferable as it provides a detailed breakdown of VAT.
	If debit/credit cards are in use, what are the total monthly and individual transaction limits? Are there appropriate controls over physical security and usage of the cards?	No evidence of debit or credit card
Risk management arrangements	Does a review of the minutes identify any unusual financial activity?	No minutes provided
	Are appropriate arrangements in place, for example, for monitoring play areas, open spaces and sports pitches?	No evidence
	Is insurance cover appropriate and adequate for land, buildings, public, employers' and hirers' liability, fidelity/employee liability, business interruption and cyber security?	Welney Parish Council provides insurance
	Are internal financial controls documented and regularly reviewed?	No evidence
Budgetary controls	Has the Playing Field Charity prepared an annual budget and has this been minuted	no minutes provided

Internal control	Test	Observations
Income controls	Is income properly recorded and promptly banked?	yes
Petty cash procedures	Is all petty cash spent recorded and supported by VAT invoices/receipts?	No evidence of petty cash
	Is petty cash expenditure reported at a meeting?	No minutes provided
	Is petty cash reimbursement carried out regularly?	n/a
Asset controls	Does the playing field charity maintain a register of all material assets owned or in its care?	No evidence
Bank reconciliation	Is there a bank reconciliation for each account?	yes
	Are there any unexplained balancing entries in any reconciliation?	no
Year-end procedures	Are year-end accounts prepared using the correct accounting basis (Receipts and Payments or Income and Expenditure)?	yes
	Has a year-end bank reconciliation been undertaken?	I have confirmed the year-end bank reconciliation and ensured correct reporting of combined cash and bank balances.
Exemption from audit: Only with receipts and payments each totalling less than £25,000	If the Charity certified itself as exempt in the prior year, did it meet the exemption criteria and declare itself exempt?	yes
Hall/room hire only	Is there an effective diary system for bookings in place identifying the hirer, hire times, and ideally cross-referenced to invoices raised?	While no evidence has been provided, my understanding that a diary system is currently implemented.
Leases and other income streams	Are leases reviewed in a timely manner in accordance with the terms of the lease and rents similarly reviewed appropriately at the due time? Is there an audit trail from invoicing to receipt of income/chasing of debtors?	No evidence given

Internal control	Test	Observations
	Are the Charity accounts up to date.	yes
	Have the Charity accounts and Annual Return been filed within the legal time limit?	yes
Website	It is a website up to date	Yes the website is https://thewilliammarshallcentre.co.uk/

Summary of my recommendations

- Use invoices, not just receipts, for transparency.
- Keep a simple cashbook to track annual expenses like electricity.
- Provide proof of competitive pricing for amenities and contractors.
- Document any discussions about potential rent increases.
- Maintain an annually reviewed, minuted asset list.
- Prepare a basic budget outlining intended spending for the year.