

**LAUNTON PLAYING FIELDS ASSOCIATION**

**REGISTERED CHARITY NO. 1053408**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31<sup>ST</sup> AUGUST 2023**

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**LAUNTON PLAYING FIELDS ASSOCIATION**

**ANNUAL TRUSTEES REPORT**

**FOR THE YEAR ENDED 31<sup>ST</sup> AUGUST 2023**

The trustees present their report for the year ended 31<sup>st</sup> August 2023.

As last year, the Board of Trustees are as satisfied as they can be with the performance of the Charity during the year up to 31 August 2023. Hall hire has seen a slow increase on previous year but we have seen a reduction with evening party bookings which is felt to be driven by the current cost of living crisis faced by households.

**Legal and administrative information**

The full name of the charity is Launton Playing Fields Association.

Date of formation	8 September 1972
The Principal Office is	1 Beech Road, Launton, Bicester, OX26 5AP
Charity Registration number	1053408
Telephone number	01869 241620

The trustees at the date the report and accounts were approved were:-

Mrs Gemma Barrett  
 Mr Ken Batsford  
 Mr James Harris  
 Mr David Barrett  
 Mr Paul Lovitt  
 Mrs Yvonne Barrett  
 Mrs Vicki Ponting  
 Ms Claire Finn  
 Mr P Van Der Kerkhof

All of the above served as trustees for the year to 31<sup>st</sup> August 2023.

The charity is governed by a Trust Deed dated 8<sup>th</sup> September 1972 and is registered with the Charity Commission, No. 1053408.

**Recruitment, appointment and training of new trustees**

Individuals are asked to put their names forward for selection at the Annual General Meeting. Where possible new trustees are briefed by the outgoing trustee. The trustees continue to learn how the committee works through attendance at the monthly meetings.

**Objects, organisation and activities, and public benefit**

The LPFA charity manages the village recreation ground incorporating a children's play area, an enclosed multi use games area and two football pitches. It is also responsible for the administration and running of the hall adjacent to the recreation ground.

**LAUNTON PLAYING FIELDS ASSOCIATION****ANNUAL TRUSTEES REPORT****FOR THE YEAR ENDED 31<sup>ST</sup> AUGUST 2023**

The trustees aim is to maintain/upkeep the complex and where possible try to improve and add to the facilities.

The trustees meet monthly to discuss the charity's affairs.

The Launton Playing Field Association provides a social meeting place, sporting facilities and park for the villagers to enjoy in their leisure time.

In considering these aims and objects, the Trustees have reviewed the guidance issued by the Charity Commission in relation to public benefit and consider that the public benefit test continues to be satisfied.

**Review of progress and achievements**

Our two principal revenue streams come from facility bookings (for the hall and field) and any contribution from the bar, which is run as a separate community interest company for legal reasons. If these can be supplemented by grants and fund-raising activities so much the better.

Our expenditures break down into those that are fixed or pretty much unavoidable – those being rates, certain utilities, insurance, building maintenance, grass-cutting, playground maintenance, etc. and those that are entirely variable depending on our daily bookings or daily use – these being associated heat, water and electricity costs, cleaning and pitch maintenance. Our responsibility is to ensure that we are both offering and running the facilities as optimally as possible within our means and maintaining a financially viable charitable business.

As we review the year ending 31 August 2023, we are reviewing our second full financial year of trading since we took back control of the bar in April 2019. This of course is due to the pandemic interrupting each of the previous three financial years to varying extents. However, it is still evident that there is an aftermath to the pandemic as people's habits and lifestyles have changed and this in turn affects their usage of these facilities.

In terms of income there has been once again a stark difference in fortunes of the two revenue streams. Hall bookings have never recovered to the pre-pandemic levels and worldwide events have also subjected us to a cost-of-living pressure not seen for many years. In the twelve-month period we have seen plenty of children's birthday parties and a number of christenings, but it is the evening events that we are missing compared to those previous pre-pandemic years.

The LPFA made profits throughout the year that were invested back into improvements to the facility. The most significant of these was the investment in a new oil-fired boiler, thus addressing the increasing costs constant breakdown repairs to the old one. To further address the high water usage costs, we replaced all taps in the gents/ladies toilets with automatic closures. These, together with the water management systems previously installed in both men's toilets, have significantly reduced those costs.



**LAUNTON PLAYING FIELDS ASSOCIATION****ANNUAL TRUSTEES REPORT****FOR THE YEAR ENDED 31<sup>ST</sup> AUGUST 2023****Finances and reserves policy**

The attached financial statements show the current state of the finances which the trustees consider to be sound.

The balance shown on unrestricted income funds amounted to £49,562. It is the policy of the charity to maintain unrestricted funds, which are the free reserves of the charity, at a level which provides sufficient funds to cover any urgent or unexpected repairs being necessary.

The accounts shows a surplus for the year of £15,857 (2022: £15,533).

The total restricted and unrestricted reserves at the year end stands at £52,701 of which £3,139 is restricted. The trustees have ring fenced monies in relation to the Multi Use Games Area and the Children's Play Area – this latter item being shown as the Restricted Fund. The balance on Restricted Funds is set aside to cover future repair and maintenance costs for the Children's Play Area.

**Plans for the Future**

We recognise that there are potential longer-term savings to field maintenance costs through the acquisition of our own machinery and this is something we intend looking into. As well as the change in electricity supplier we are also looking at the potential savings that might be made using solar panels.

We engaged with EWR throughout the year to seek contributory help in improving the access lane and parking areas. They committed to look at this yet we've nothing since then. This needs follow-up before they move on to projects further down the line.

Significantly 2024 marks the 50th anniversary of the opening of the clubhouse. We plan to mark this with a series of free or heavily discounted monthly events for the community which we hope are supported by the community throughout the year. We also hope that the Euros football tournament in June/July is successful both on and off the pitch, and we will consider how best to maximise that opportunity to our benefit.

As ever, our objectives will only be possible through significant voluntary efforts from my fellow officers and members of the committee as indeed has been the case in all previous years.

**LAUNTON PLAYING FIELDS ASSOCIATION****ANNUAL TRUSTEES REPORT****FOR THE YEAR ENDED 31<sup>ST</sup> AUGUST 2023****Investment policy**

Investments are held in short to medium term bank or building society accounts in order to provide flexibility and ease of access whilst, at the same time, maintaining the purchasing power of the monies until they are required.

**Risk management**

The trustees have examined the major strategic, business and operational risks which the charity faces or may face and confirm that systems are in place to enable regular reports to be produced, so that the necessary steps can be taken to lessen any such risks.

**Statement of trustees' responsibilities**

The Trustees are responsible for preparing the annual report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the Charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and which enable them to ascertain the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011. 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.

In accordance with the constitution of the charity, a resolution will be put to the members at the forthcoming annual general meeting to re-appoint VT Accountancy as accountants for the coming year.

On behalf of the trustees



**Mrs G Barrett**  
**Treasurer**

.....  
**Dated**

**LAUNTON PLAYING FIELDS ASSOCIATION****RECEIPTS AND PAYMENTS ACCOUNT****FOR THE YEAR ENDED 31<sup>ST</sup> AUGUST 2023**

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
<b>Receipts</b>	2	27,994	-	27,994	40,259
<hr/>					
<b><u>Payments</u></b>					
Wages, salaries and other staff costs	3a	0	-	0	0
Rent, rates and power costs	3b.	4,145	-	4,145	10,296
Repairs & renewals of property & equipment	3c	4,666	-	4,666	7,855
Telephone, fax, stationery & other office costs	3d	2,555	-	2,555	6,258
Accountancy, legal & other professional fees	3e	771	-	771	316
		<hr/>	<hr/>	<hr/>	<hr/>
		12,137	-	12,137	24,725
<hr/>					
<b>Net Receipts/(Payments) for the year</b>		<b>15,857</b>	<b>-</b>	<b>15,857</b>	<b>15,533</b>
<hr/>					
<b>Net movement in funds</b>		15,857	-	15,857	15,533
Total funds brought forward		33,705	3,139	36,844	21,310
<hr/>					
<b>Total funds carried forward</b>		<b>49,562</b>	<b>3,139</b>	<b>52,701</b>	<b>36,844</b>
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The notes on pages 6 to 8 form part of these accounts.

**LAUNTON PLAYING FIELDS ASSOCIATION****STATEMENT OF ASSETS AND LIABILITIES****AS AT 31<sup>ST</sup> AUGUST 2023**

	<b><u>Note</u></b>	<b><u>2023</u></b>	<b><u>2022</u></b>
		£	£
<b><u>Fixed assets</u></b>			
Premises		200,000	200,000
Fixtures/Fittings		27,995	18,813
		<hr/>	<hr/>
		227,995	218,813
<b><u>Current assets</u></b>			
Trade debtors		757	1,415
Other Debtors		0	0
Prepayments		1,350	1,077
Bank/building society balances		22,599	18,676
Cash in hand		0	0
		<hr/>	<hr/>
<b>Total current assets</b>		24,706	21,168
		<hr/>	<hr/>
<b>Total assets</b>		243,519	233,435
<b><u>Current liabilities</u></b>			
Trade creditors		0	0
Deposits held		0	0
Accruals		0	0
		<hr/>	<hr/>
<b>Total current liabilities</b>		0	0
<b>Total assets less liabilities</b>		<hr/>	<hr/>
		£ 252,701	£ 239,981
		=====	=====

**LAUNTON PLAYING FIELDS ASSOCIATION****STATEMENT OF ASSETS AND LIABILITIES CONT'D****AS AT 31<sup>ST</sup> AUGUST 2023****Represented by:**

<b>Capital reserve</b>	6	200,000	200,000
<b>Unrestricted reserves</b>	6		
Balance at start of year		33,705	21,309
(Deficit)/Surplus for the year.		15,857	15,533
		<hr/>	<hr/>
		49,562	36,842
<b>Restricted reserves</b>	6		
Balance at start of year		3,139	3,139
Surplus/(Deficit) for the year		-	-
		<hr/>	<hr/>
		3,139	3,139
		<hr/>	<hr/>
		252,701	239,981
		<hr/>	<hr/>

These accounts were approved by the trustees on..... 2023


**Mr D Barrett – Trustee**

**Mrs G Barrett - Treasurer**

The notes on pages 6 to 8 form part of these accounts.



**LAUNTON PLAYING FIELDS ASSOCIATION****NOTES TO THE FINANCIAL STATEMENTS****FOR THE YEAR ENDED 31<sup>ST</sup> AUGUST 2023****1. Accounting policies****(a) Basis of preparation**

The financial statements are prepared under the historical cost convention as modified by the revaluation of investment assets and are in accordance with applicable accounting standards and the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005.

**(b) Income**

Income of all kinds is accounted for when received. No permanent endowments have been received in the period.

**(c) Expenditure**

Expenditure is included on a paid basis and has been classified under headings that aggregate all costs related to the category.

**2. Receipts**

	<u>LPFA</u>	<u>MUGA</u>	<u>Play area</u>	<u>2023</u>	<u>2022</u>
	£	£	£	£	£
<b>Income</b>					
Hall hire	11,847	-	-	11,847	15,677
Match fees	2,100	-	-	2,100	2,100
Rent received	-	-	-	-	-
Grants	-	-	-	-	20,110
Table tennis fee	-	-	-	-	-
Miscellaneous	14,046	-	-	14,046	2,372
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	27,993	-	-	27,993	40,259
	=====	=====	=====	=====	=====

**3. Overhead and administration payments****(a) Wages, salaries & other staff costs**

	<u>LPFA</u>	<u>MUGA</u>	<u>Play area</u>	<u>2023</u>	<u>2022</u>
Cleaner's wages	-	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	-	-	-	-	-
	=====	=====	=====	=====	=====

**LAUNTON PLAYING FIELDS ASSOCIATION**  
**NOTES TO THE FINANCIAL STATEMENTS CONT'D**  
**FOR THE YEAR ENDED 31<sup>ST</sup> AUGUST 2023**

**(b) Rent, rates and power costs**

	<u>LPFA</u> £	<u>MUGA</u> £	<u>Play area</u> £	<u>2023</u> £	<u>2022</u> £
Rates	3,090	-	-	3,090	3,057
Light & heat	1,055	-	-	1,055	7,239
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	4,145	-	-	4,145	10,296
	=====	=====	=====	=====	=====

**(c) Repairs & renewals of property & equipment & cleaning**

	<u>LPFA</u> £	<u>MUGA</u> £	<u>Play area</u> £	<u>2023</u> £	<u>2022</u> £
Repairs & maintenance	4,666	-	-	4,666	7,855
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	4,666	-	-	4,666	7,855
	=====	=====	=====	=====	=====
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

**(d) Telephone, fax, stationery and other administrative costs**

	<u>LPFA</u> £	<u>MUGA</u> £	<u>Play area</u> £	<u>2022</u> £	<u>2022</u> £
Postage & stationery	-	-	-	-	387
Other insurance costs	-	-	-	-	3,138
Office and software cost	1,062	-	-	1,062	912
Telephone	424	-	-	424	821
Sundry expenses	1,069	-	-	1,069	1,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	2,555	-	-	2,555	6,258
	=====	=====	=====	=====	=====

**(e) Accountancy, legal & other professional fees**

	<u>LPFA</u> £	<u>MUGA</u> £	<u>Play area</u> £	<u>2023</u> £	<u>2022</u> £
Accountancy	771	-	-	771	316
Legal fees	-	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	771	-	-	771	316
	=====	=====	=====	=====	=====

**LAUNTON PLAYING FIELDS ASSOCIATION**  
**NOTES TO THE FINANCIAL STATEMENTS CONT'D**  
**FOR THE YEAR ENDED 31<sup>ST</sup> AUGUST 2023**

**5. Analysis of movement in funds**

	<b><u>Incoming</u></b>	<b><u>Outgoing</u></b>	<b><u>Gains &amp; Movement in</u></b>	<b><u>Net</u></b>
	<b><u>Resources</u></b>	<b><u>Resources</u></b>	<b><u>Losses</u></b>	<b><u>Funds</u></b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
LPFA general fund	27,994	12,137	-	15,857
Multi use games area	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
	27,994	12,137	-	15,857
	=====	=====	=====	=====