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## **STOKE SUB HAMDON SPORTS & RECREATION TRUST**

CHARITY NO 1063874

VAT NO 780 8830 01

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# **STOKE SUB HAMDON SPORTS AND RECREATION TRUST**

**CHARITY NUMBER 1063874**

## **TRUSTEES ANNUAL REPORT FY 2021**

### **ISSUE 1**

### **CONTENTS**

|   |           |
|---|-----------|
| <b>1. INTRODUCTION</b>                              | <b>2</b>  |
| <b>2. ORGANISATION</b>                              | <b>3</b>  |
| <b>3. ADMINISTRATION</b>                            | <b>3</b>  |
| <b>4. ACHIEVEMENTS AND SUCCESSES IN 2021</b>        | <b>4</b>  |
| 4.1 Contributions to the Community                  | 4         |
| 4.2 Progress Against Adopted Projects Plan FY 2021  | 5         |
| 4.3 Recreation Ground Management                    | 6         |
| 4.4 Charity Shop and May Fayre Fund Raising         | 8         |
| 4.5 Stoke Performing Arts Group (SPAG)              | 8         |
| 4.6 Volunteers                                      | 9         |
| <b>5. OBJECTIVES AND CHALLENGES FOR 2022</b>        | <b>9</b>  |
| 5.1 Adopted Projects Plan FY 2022                   | 9         |
| 5.2 Maintenance and Upkeep of the Recreation Ground | 10        |
| 5.3 Communication                                   | 11        |
| 5.4 Key Events for 2022                             | 11        |
| <b>6. FINANCIAL SUMMARY FY 2022</b>                 | <b>11</b> |
| <b>7. CONCLUSION</b>                                | <b>12</b> |

### **APPENDICES**

APPENDIX 1 - ACTIONS AGREED BY THE TRUST IN THE ABSENCE OF FORMAL MEETINGS – 2021  
APPENDIX 2 – TREASURER'S REPORT  
APPENDIX 3 - CHARITY SHOP REPORT  
APPENDIX 4 - STOKE PERFORMING ARTS GROUP REPORT  
APPENDIX 5 - STOKE YOUTH FOOTBALL CLUB REPORT  
APPENDIX 6 - STOKE FOOTBALL CLUB REPORT



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### **CHAIR'S REPORT**

#### **1. INTRODUCTION**

The Sports and Recreation Trust is an unincorporated charitable association. It was established in 1997 to provide sports and recreation facilities for the Stoke sub Hamdon area.

2021 was another extraordinary year due to the COVID-19 Pandemic, the effects of which are likely to be felt for some considerable time to come. Much of the Trust's routine was again significantly disrupted, as is reflected throughout this report. We were unable to come together for our AGM in March 2021 but successfully undertook all the activities required for the AGM by electronic media, with actions and outcomes formally recorded as part of a subset of Actions Agreed by the Trust in the Absence of Formal Meetings – 2021. These actions are attached as Appendix 1 and were agreed as a true record of actions undertaken by the Trust from the start of FY 2021 at the first Executive Committee Meeting in August 2021, when our monthly meetings restarted after formal restrictions were lifted and 'new' normal service resumed; 16 months after we had last formally met. Despite the difficulties, during the last year we succeeded in maintaining our responsibility for managing and maintaining the facilities at the Recreation Ground at West Street. The Charity Shop successfully adapted and started trading again in April, 8½ months after it was forced to close, but regrettably the May Fayre was cancelled for a second time and, despite attempts to have two shows during the year, SPAG was unable to put on any of its planned performances.

The Sports and Recreation Trust consists of the following member organisations:

- Parish Council
- Senior and Youth Football clubs
- Castle School Governors / Friends of Castle School

There are also a number of individuals who are members of the Trust. These Trustees are governed by the charity constitution and form the Executive Committee, which not only manages the day-to-day operations and activities of the Trust but also carries out the stated objects in the constitution. All Trustees are registered with the Charity Commission in the Annual Report.

Three Honorary Officers, the Chair, the Treasurer, and the Secretary, are elected from amongst the Executive Committee by the Trustees at the Annual General Meeting and hold their posts for one year.

The following were Trustees and formed the Executive Committee during 2021:

|                       |  |
|-----------------------|--|
| Chair:                | John Allan   |
| Treasurer:            | Rebecca Merrick  |
| Secretary:            | Peter Hulett   |
| Senior Football Club: | Neil Raison  |
| Youth Football Club:  | Tim Brookes  |
| Castle Street School: | Vacant   |
| Parish Council:       | Vacant   |
| Individual Members:   | Denise Burton<br>Penny Trapnell<br>Ron Masters<br>Paul Jeffrey<br>Jeanie Augarde |
| Honorary Member:      | Sylvia Seale   |



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### **2. ORGANISATION**

The Trust has organised itself into five sub committees, which, with the exception of Future Projects, are allocated annual budgets by the Executive Committee under the Annual Budget Plan. The sub committees have budgetary authority and responsibility within their designated budget and can revert to the Executive Committee if additional funding is required.

The sub committees are represented on the Trust Executive Committee and can recruit non-Trust members to meet their annual commitments. The sub committees and representatives are as follows:

**Facilities Management Committee** – is responsible for managing and maintaining the existing facilities at West Street. The sub-committee is chaired by Peter Hulett.

**Future Projects Committee** - is responsible for scoping new projects for the approval of the Trust. The sub-committee is chaired by Peter Hulett, supported by John Allan.

**May Fayre Committee** – has been responsible for organising fund-raising events for the Trust and other projects in the community. The sub-committee was chaired by Denise Burton. This committee in its original form has now been stood down although it is hoped that an alternative committee can be formulated, with new volunteers and ideas, for a possible alternative annual village event in the future to replace the May Fayre.

**Charity Shop Committee** – is responsible for managing the Charity Shop, which raises funds for the Trust and other projects in the community. The sub-committee representative on the Executive Committee is Penny Trapnell, assisted by Anne Ashlee and Jane Baker, both members of the Charity Shop Committee.

**Stoke Performing Arts Group (SPAG)** – is a village group that was established in 2016 and became a sub-committee within the Trust for financial management, fund raising and other administrative requirements. The SPAG representative on the Executive Committee is Jeanie Augarde.

### **3. ADMINISTRATION**

Over recent years a significant amount of work has been undertaken to upgrade the administrative organisation of the Trust. We aim to regularly review the constitution, our operating systems, policies, forms, and documents.

The Trust now has in place the following administrative system:

- Operating Manual Part 1 – Constitution – Issue 1, comprising the Constitution, responsibilities, and liabilities of Trustees;
- Operating Manual Part 2 – Governance – Issue 2, comprising the Management Committee responsibilities and liabilities, the organisation of the Trust, Meetings, Terms of Reference;
- Operating Manual Part 3 – Operating Procedures – Issue 1, comprising the Finance, Facilities Management, May Fayre and Other events, Charity Shop, Future Projects, Stoke Performing Arts Group, and a Calendar of Events;
- Operating Manual Part 4 – Issue 3, comprising Policies, Forms, Documents and Agreements. The following policies were reviewed in 2021 and are adopted:
  - SRT Policy 001 Finance Policy
  - SRT Policy 002 Health and Safety Statement
  - SRT Policy 003 Health and Safety Policy
  - SRT Policy 004 Risk Assessment Policy
  - SRT Policy 005 Fire Safety Policy
  - SRT Policy 006 First Aid Policy
  - SRT Policy 007 Drugs and Alcohol Policy
  - SRT Policy 008 Complaints and Grievance Policy



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- SRT Policy 009 Safeguarding
  - SRT Policy 010 Volunteer Management
  - SRT Policy 011 Inspections Policy
  - SRT Policy 012 Conflict of Interest Policy
  - SRT Policy 013 Grants Policy
  - SRT Policy 014 Data Protection Policy
  - SRT Policy 015 Code of Conduct
  - SRT Policy 016 Diversity Equal Opportunities Policy
  - SRT Policy 017 Commercial Procurement
  - SRT Policy 018 Smoking Policy
  - SRT Policy 019 Control of Contractors

These Policies are all reviewed on a regular and rolling basis.

### 4. ACHIEVEMENTS AND SUCCESSES IN 2021

#### 4.1 Contributions to the Community

Due to the ongoing uncertainty created by the pandemic the usual work of the Trust was again impacted, particularly for the first half of the year. Nevertheless, grass cutting, hedge trimming and general grounds maintenance continued throughout the year on the Recreation Ground, keeping it as an attractive open space for the community to enjoy, as well as routine maintenance and repairs to the skateboard park and play equipment, along with the biannual maintenance of the BMX track. In January, Chew Valley Trees carried out the planting of 10 semi-mature trees between the sports pitches and the Adventure Play Area, introducing new visual appeal and bio-diversity.

In May the Trust purchased a new line marking machine, principally for use by the men's and youth football clubs, who continue to benefit from upkeep of the playing pitches, training area, storage facilities and pavilion, with charges for the use of the facilities deliberately kept as low as reasonably possible, but under constant review.

The Charity Shop committee provided grant support of £758.99 to community projects in 2021. The benefactors were the Lighthouse Café who received funding towards a second wooden bench to the front of the premises, and The Gardening Club, who received funding towards the purchase of a projector for their presentations and for use by other users of the Memorial Hall.

Whilst the closing bank balance for FY2021 is a healthy £91,303.66, the Trust has £58,523 financial commitments, over 50% of our reserves, as follows:

|  |            |
|--|------------|
| • Stanchester Quilters Award to Charity Shop                                 | £159.04    |
| • Paul Spearpoint - Acorn Pop In Memorial Grant                              | £280.13    |
| • SLL Grounds Maintenance contract- 1 Nov 21 to 30 Sep 22                    | £4,883.32  |
| • Play Inspections - Full Year Service for 2022                              | £400.00    |
| • APA Phase 2 Skateboard Park Upgrade @ £120- £150K                          | £22,500.00 |
| • Floodlit Training Pitch Area Improvement. Project Phase 2 Access @£28-£36K | £22,507.95 |
| • Floodlight Sinking Fund from 2019  | £200.00    |
| • May Fayre refunds to 2020 Stall Holders                                    | £325.00    |
| • Stoke Performing Arts Group  | £4,268.45  |
| • 2 x Rubbish Bins @ Recreation Ground                                       | £1,000.00  |
| • Tree Planting @ Recreation Ground  | £1,500.00  |
| • Re-Wildings @ Recreation Ground  | £500.00    |

This leaves an unallocated amount of £32,779.77 to cover operating costs for FY2022. It should be noted that this is around £13,000 less than the amount we had available to us last year (which was £45,592.26). A full breakdown of funds allocated or ring-fenced is in the Treasurer's report at Appendix 2.



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VAT NO 780 8830 01

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### 4.2 Progress Against Adopted Projects Plan FY 2021

The Trust agreed and issued its Adopted Projects FY 2021 report in February 2021. This brought forward three projects from the Sports and Recreation Trust Five Year Strategy 2020 – 2025 Issue 2 dated February 2020. The COVID-19 pandemic obviously continued to have an impact upon how the Trust was able to operate, particularly for the first half of the year. Progress against our identified projects was not always as planned but achievements were still made and can be summarised as follows:

#### ***Adventure Play Area – Phase 2 - Skateboard Park Upgrade***

The existing skateboard park has been in place for over twenty years. It is constructed of metal and is suffering badly from corrosion. This has been managed by repairs and painting but its replacement has now become a high priority and is being progressed as an active project.

This is a major project that is split into the following phases:

- Phase 1 – Project Definition, involving significant community consultation with stakeholders.
- Phase 2 – Selection of Supplier as a Project Partner - The Trust will select a supplier as a Project Partner, who will help develop the detailed design for planning approval and will potentially help identifying funding sources for this sort of project.
- Phase 3 – Bid process - Received bids will be assessed by the Trust and the successful supplier selected and a contract issued for the project. During this Phase, the Trust will initiate the active fund-raising process by identifying potential grant funding sources.
- Phase 4 – Planning Approval and Active Fund Raising
- Phase 5 – Contract Award
  - o All funds raised and planning approval in place, with any conditions met.
  - o Award contract to successful bidder on confirmation of price.
- Phase 6 – Project execution

These phases are not sequential and are being run in parallel to achieve the aim of providing the new skateboard park within an achievable timeframe.

Potential suppliers have been identified and funds are being pursued in accordance with the Adopted Projects Plan. In June the Trust agreed to allocate and ringfence £20,000 of its own funds for the project. Discussions took place with SSDC regarding ringfenced S106 monies that are specifically targeted to the provision of an adventure play area at the Recreation Ground and discussions were had with the Parish Council regarding potential grant funding.

In December, a consultation plan with young people in the community was devised ready to be undertaken in the new year.

#### ***Floodlit Training Pitch Area Improvement Project – Phase 2 - Access***

The floodlit training pitch area is adjacent to the car park at West Street entrance at the northern end of the Recreation Ground. During the autumn and winter months, the floodlit training area is the only part of the Recreation Ground capable of use during evenings by the community football clubs for training. As such, it provides a valuable resource to the community and, together with the adjoining car park, is heavily used. The football clubs and any other users of the training area use the West Street entrance and the car park for access to the training facilities.

There has long been a requirement to improve access to the Recreation Ground, as identified in the Five-Year Strategy, in particular to the Floodlit Training Pitch Area from West Street. The surface at the entrance from West Street and in the car parking area is very poor with potholes and damaged tarmac creating trip hazards and a



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## STOKE SUB HAMDON SPORTS & RECREATION TRUST

CHARITY NO 1063874  
VAT NO 780 8830 01

problem area for disabled access. Also, when the car park is not in use by User Groups, the security gate is closed and locked, there is no disabled / wheelchair / pram access from West Street.

The project involves two elements: (i) resurfacing the West Street entrance and the car parking area, and (ii) provision of disabled / wheelchair / pram access alongside the security gate.

In June SSDC were contacted about ringfenced S106 monies that are specifically targeted towards an upgraded floodlit training pitch area at the Recreation Ground. At the same time the Trust agreed to allocate and ringfence £20,000 of its own funds for the project.

In December an application was made to SSDC for release of the S106 funds. During the same period three potential contractors were identified, with quotes received for the resurfacing ranging from £17,750 plus VAT to £25,143 + VAT.

### *Sports and Recreation Needs Survey*

The last sports and recreation needs survey for the community was carried out in 2012/13. The village has changed in size and demographics since then and it is the Trust's aim to repeat the sports & recreation needs survey during this five-year strategy period. Restrictions imposed by the COVID-19 pandemic meant that no progress was possible during 2021 but it remains part of the Trust's Adopted Projects Plan.

### **4.3 Recreation Ground Management**

#### *Expenditure and Income*

The Trust has an agreement with the Parish Council, the leaseholder, for maintaining the Recreation Ground and its facilities on their behalf. The budget for 2021 was £20,743.00. The final spend against budget was £24,029.05, which was above budget because of repair work on the adventure play area required by the annual inspection process. The key elements of the spend against budget are as follows:

- Grass cutting and grounds maintenance was below the budget of £6,300.00 at £4,736.24. Somerset Landscapes Ltd continue as the contractors for this work.
- Planned pitch repair work for the deep aeration of the new pitch was planned with a budget of £1,800.00 but not carried out. A new contractor is being sought for that work.
- There was very little work carried out on buildings maintenance after extensive work was carried out in 2020. The whole building will need to be painted in 2022.
- Equipment maintenance was above budget with a spend of £1,905.51 against a budget of £600. This included the purchase of a new line marker and an initial purchase of the associated marker paint.
- Hedgerows (Pavilion) was well above budget with a spend of £4,219.20 against a budget of £800.00. This included extensive work to clear the area behind the pavilion and to clear the bank above the northwest corner of the new pitch.
- The biennial maintenance of the BMX track was carried out with the spend slightly above budget at £2,181.60 against a budget of £2,000.00.
- There was no spend against the planned budget of £1,500.00 for the skateboard park. The project to replace the skateboard park became an Adopted Project in 2021 and is being positively progressed as the life of the existing installation is limited without significant expenditure.
- Pitch marking, which includes labour, paint and machinery was below budget at £824.24 against a budget of £1,970.00. However, the cost of line marker paint has increased significantly and needs to be carefully monitored during 2022.
- Play equipment maintenance was significantly above budget with a spend of £8,188.00 against a budget of £1,200.00. This covered the cost of major repairs to the zipwire mound and the replacement of the gates at the pavilion. These were necessary to rectify safety issues identified in the quarterly Operational Inspection Reports.





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CHARITY NO 1063874

VAT NO 780 8830 01

The maintenance of the Recreation Ground and all its facilities to a high standard for use by the community over the past ten years is as follows:

| Year                | 2011<br>(£) | 2012<br>(£) | 2013<br>(£) | 2014<br>(£) | 2015<br>(£) | 2016<br>(£) | 2017<br>(£) | 2018<br>(£) | 20129<br>(£)        | 2020<br>(£) | 2021<br>(£) |
|---------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|---------------------|-------------|-------------|
| <b>Actual Cost:</b> | 6,628       | 10,944      | 13,579      | 15,188      | 18,339      | 16,969      | 16,287      | 9,190       | 19,463              | 19,032      | 24,029      |
| <b>Budget:</b>      |             | 10,590      | 17,346      | 17,232      | 16,572      | 20,473      | 17,572      | 16,974      | 23,723 <sup>1</sup> | 21,428      | 20,743      |

The planned income for Facilities Maintenance comprised:

- £1,230.00 for facilities use, and
- £4,000.00 Parish Council Grant, and
- £1,800.00 from S106 commuted funds for Equipped Play and Play Area for the West Street development.

The shortfall in the planned budget of £12,713.00 is normally covered by profits from the Charity Shop and the May fayre fund raising event.

2021 actual income is summarised as follows:

- £1801.00 generated from user fees, despite the initial restrictions on use.
- The Parish Council provided a grant of £4,000. The management of the facilities is fully supported by the Parish Council, who pay the lease, public liability insurance, buildings insurance and provide an annual grant towards the maintenance costs. The Parish Council, as the leaseholder, owns all the facilities on the Recreation Ground and consequently has established a sinking fund for these facilities.
- The S106 Commuted Funds were not applied for in 2021 because of the very positive COVID -19 funding support from SSDC. This has rolled over into an application in 2022 for the commuted sums to be provided in full to the Trust to be managed over five years.
- SSDC provided COVID-19 grant support funding of £11,540.00 for the Trust to manage the facilities.

The actual income achieved was £17,341.00 against the total planned income of £8,030.00. This meant that the shortfall budget was reduced to £6,688.05, which was provided by the Charity Shop. The Charity Shop was closed for the first quarter of the year because of COVID-19 restrictions but benefited from a business grant of £16,802.00 from SSDC COVID support grants. This enabled the Charity Shop to meet all its obligations and to compensate for the fact that the May Fayre was again cancelled in 2021, losing the Trust a planned income of £3,000.00.

A potentially very difficult financial year for income became a financially successful year for the Trust because of the comprehensive financial support to the Trust and its operations that was provided by SSDC through its COVID-19 Business Grant programme.

### Inspections

The Recreation Ground and its facilities were inspected as follows:

- Monthly visual inspections are carried out by the Trust, these inspections include the play and gym equipment and fire safety inspections. The reports are provided to the Parish Council.
- Three Quarterly / Operational inspections of the adventure play area (see Note 1) are conducted by Play Inspections Ltd. The reports are copied to the Parish Council and any consequent actions are reported in the quarterly progress report to the Parish Council.

<sup>1</sup> This budget includes SSDC S106 funds for the drainage work on the new pitch which was delayed until 2020.



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CHARITY NO 1063874

VAT NO 780 8830 01

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- An annual inspection of the adventure play area (see Note 1) is carried out by Play Inspection Ltd and copies of the report are provided to the Parish Council.
  - Fire Safety - the emergency lighting and fire extinguishers are given an annual inspection.

Note 1: The adventure play area comprises the following facilities and equipment:

- Skateboard Park
- BMX Track
- Outdoor Gym Equipment
- Agility Trail
- Play Equipment

### **4.4 Charity Shop and May Fayre Fund Raising**

In 2021 the Trust had two main planned means of fund raising, the Charity Shop and the May Fayre. The Charity Shop report is attached at Appendix 3. Unfortunately, it was again not possible to hold the annual May Fayre due to COVID-19 restrictions, which was a great shame. It was hoped that this would change in 2022 but the National Trust has advised that permission cannot be granted to use the grounds of The Priory for the foreseeable future due to the fragility of the site. As there is no suitable alternative site that can be used to host the May Fayre in its usual and established format, the May Fayre Committee, supported by the Sports and Recreation Trust, have decided to stand the May Fayre down as an annual event. With the cancellation of the May Fayre for a second year running there is no activity for the May Fayre Committee to report for 2021.

With carefully considered and well managed adaptations, the Charity Shop was finally able to re-open following the impact of Covid-19 restrictions in April 2021. Nevertheless, despite not being able to trade for a full 12 months, the Charity Shop achieved excellent results with an income of £24,259.97 against a planned income of £18,400. This is thanks to all the hard work of the Charity Shop Committee, the dedicated band of volunteers, and the fantastic support that it receives from the community. There is a lot of successful and innovative thought, ideas, and actions by the Charity Shop team to maximise income and control costs. Very well done to all concerned.

On top of the income stream from trading, the Charity Shop received a total of £16,802.00 from SSDC Covid business support grants. With the second cancellation of the May Fayre, an important stream of funding for the Trust was again lost, but with the fantastic results from the Charity Shop, a potentially difficult financial year for the Trust was avoided. Nevertheless, it is a stark reminder for the Trust to be always cautious with our budgets planning and mindful that past successes and achievements cannot routinely be relied upon. The provision of SSDC grant funding will almost certainly not be repeated and the May Fayre will be unable to return in its past form for the foreseeable future. Whilst there will certainly be attempts by the Trust and the community to bring forward new ideas for an annual village event and fund raising, there can be no guarantees that levels of income of the likes seen in the past from the success of the May Fayre can be repeated.

In the past the Charity Shop and May Fayre committees have been able to nominate projects for grant support from their profits up to 50% for the Charity Shop and 25% for the May Fayre. This arrangement will be maintained for the Charity Shop. The past arrangement for the May Fayre committee will be reviewed in light of any new proposals that may come forward for any replacement annual fund-raising event.

### **4.5 Stoke Performing Arts Group (SPAG)**

The SPAG's planned production of 'George Mitchell-Local Hero' and a planned Christmas Show both unfortunately suffered the inevitable fate from the COVID-19 pandemic. However, moves are afoot to put on a production of 'Chicken House Chicks' in May 2022 following its postponement in 2020, which we all look forward to.

A full report, including some information on future planned events, is at Appendix 4.





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### 4.6 Volunteers

The major strength of the Trust is its hardworking, motivated, and innovative volunteers and this cannot be emphasised enough. Everyone who makes all this happen is a volunteer and without them we would not be able to do any of the things we currently undertake and seek to achieve for the community.

Throughout 2021 we had a core of 10 volunteers who formed the Trust and its Executive Committee. These include people from member organisations who are also fully engaged in their activities, such as the footballers and Parish Council.

There is a pool of 42 amazing volunteers making the Charity Shop work. Keeping it open and operating, as a business, is no small task and the 'behind the scenes' management by the Shop Committee is fantastic.

The May Fayre committee has comprised a small core team of volunteers during the year but which always increased with an 'all hands-on deck' approach on the day of the event. With the sad end of the May Fayre in the form we have become used to, it is time to express our very deep gratitude for the hard work and commitment of the committee over the years. Recent May Fayres have become part of the village's colourful history and the committee should be extremely proud of their achievements.

Finally, there is a very dedicated core team of volunteers forming the SPAG committee. The number of volunteers always increases significantly for any given production; carrying out tasks ranging from the cast, wardrobe, technical, props and scenery, and safety. Our thanks and gratitude goes to all of those involved.

We would welcome the membership of other village and community organisations that have similar objectives of improving education, sport, and recreation facilities. If you wish to join the Trust, please contact any of the Trustees.

Being a volunteer is hard work, makes demands on your time, but comes with enormous rewards. The only limit is your imagination – what we have achieved over the years, and our ambitions for the future, is proof of that. If you are interested, please talk to one of the Trustees about getting involved.

## 5 OBJECTIVES AND CHALLENGES FOR 2022

### 5.1 Adopted Projects Plan FY 2022

The Trust hopes to make significant advances on the three Adopted Projects from 2021, as follows:

#### *Adventure Play Area – Phase 2 – Skateboard Park*

Each of the phased parts of the project will continue to be actively pursued. Once the results of the consultation with the youth of the village have been reported, the process for selection of a supplier as a project partner will begin, enabling the start of a detailed design process. At the same time funding sources will continue to be pursued.

#### *Training Area Improvement Project – Floodlights Phase 2*

It is hoped to bring this project to conclusion by securing the S106 money from SSDC and selecting a contractor to complete the work. This will bring an enormous benefit to users of the Recreation Ground, particularly those accessing the floodlight training area, and with vastly improved disabled / wheelchair / pram access from West Street.



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### ***Sports and Recreation Needs Survey***

The Trust aims to carry out a village wide survey when practical with data gathering and reporting to include:

- Open meetings to brief the community, as well as communication through the Newsletter and the Village Website.
- Discussions with youth groups.
- Community wide questionnaire.
- Presentation of initial results to the village, with feedback and analysis.
- Final survey report produced and presented formally to the Parish Council, SSDC, SCC, local schools, and other interested organisations.
- Review of the Five-Year Strategy to ensure that it reflects the needs of the community.

### **Summary**

As we emerge from the restrictions and limitations imposed upon us from the COVID-19 Lockdown and return to something like normal, and with over £40,000 already ringfenced specifically for the Adventure Play Area – Phase 2 – Skateboard Park and the Training Area Improvement – Floodlights Phase 2 projects, the Trust is set to make tangible headway with these three planned projects in both the short and longer term, with the key aim of improving sports and recreation facilities around the village.

### **5.2 Maintenance and Upkeep of the Recreation Ground**

A major task for the Trust is the maintenance and upkeep of the Recreation Ground – keeping this large area and its facilities fit for use by not only the football clubs, but also other members of the community. The Trust uses the following information to develop the Facilities Maintenance Plan and Annual Budget:

- Maintenance plans that have been developed as part of the SSDC grant allocation process for specific equipment or projects. There are currently three in place:
  - Training Area – Fixed Floodlight Project Maintenance Plan Issue 2 19<sup>th</sup> March 2019.
  - Pavilion Improvement Porch Maintenance Plan Issue 1 March 2019.
  - Activity and Adventure Hub Maintenance Plan Issue 1 August 2018.
- Ongoing contracts for grounds maintenance, utility supply etc.
- Historic data
- Inspection reports

The Trust uses the following main suppliers, who have been selected competitively, or are recommended local suppliers, and provide maintenance support for work of less than £5,000.00:

- Grounds Maintenance – Somerset Landscapes Ltd
- Inspections – The Play Inspection Company
- BMX Track – Trax S N Jenks
- Painting – Hamdon Property and Building Maintenance and P J Jeffries
- Welding – Paul Hart Welding Ltd
- Play equipment maintenance – Mant Ltd
- Safety checks – PG Fire & Security

The Trust provided the Parish Council with the Facilities Maintenance Plan FY 2022, which provides a detailed breakdown of the planned budget of £20,841.00 for the year. Key items in the budget include:

|   |           |
|---|-----------|
| • Grass cutting:  | £6,300.00 |
| • Pitch Repair – deep aeration of the new pitch                   | £3,000.00 |
| • Building's maintenance – painting the S/W facing exterior walls | £1,600.00 |
| • Cleaning  | £ 960.00  |



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|                                |                   |
|--------------------------------|-------------------|
| • Equipment maintenance        | £. 600.00         |
| • Hedgerows                    | £ 800.00          |
| • BMX track maintenance        | £ 500.00          |
| • Skateboard park maintenance: | £1,500.00         |
| • Pitch marking (materials)    | £ 840.00          |
| • Insurance                    | £ 370.00          |
| • Inspections                  | £. 456.00         |
| • Play Equipment maintenance   | £2,000.00         |
| • Safety Checks                | £. 830.00         |
| • Utilities/Rates              | £1,085.00         |
| • <b>Total:</b>                | <b>£20,841.00</b> |

It can be seen from above that there are significant costs in grounds maintenance, however it should be borne in mind that a large area of grass is kept trim and in good condition for all to use – it is a lot more than just football pitches.

The Trust has also established a sinking fund for the floodlights, which is set at £250.00 per annum based on contributions from the user groups and the Trust.

As the facilities on the Recreation Ground increase and the existing installations age, so the operating /maintenance costs increase and meeting these increased costs and commitments will be a major target for the Trust in the future.

### 5.3 Communication

The aim is to always improve upon communication with the community by the Trust and its sub committees, through the Newsletter, the website and Facebook.

The Trust's website is a tool to provide access to news about the Trust and its projects and events. It has the potential to provide the opportunity for people to look at reports such as the Adopted Projects Plan, Trust Annual Reports and Accounts, Facilities Maintenance Plans, and the Accounts. Our goal is to manage the website more proactively and to maximise its potential. To this end, if there is anyone within the community with good IT skills and knowledge, and who would wish to be involved with the work of the Trust, they are actively encouraged to have a chat with any of the Trustees.

### 5.4 Key Events for 2022

**Completion of the Training Area Improvement Project – Floodlights Phase 2** anticipated spring 2022.

SPAG will be performing 'Chicken House Chicks' in May.

## 6 FINANCIAL SUMMARY FY 2022

The budget plan for 2022 is as follows:

| Area   | Income (£)                               | Expenditure (£) |
|--|--|-----------------|
| Charity Shop                                       | 21,600                                   | 10,861          |
| May Fayre  | 1,200                                    | 500             |
| Facilities Management                              | 9,512 <sup>1</sup> (12,312) <sup>2</sup> | 20,841          |
| S&RT Accounts                                      | 0  | 954.64          |
| Grant Support (from Charity Shop/May Fayre profit) | 0  | 5,369.50        |

<sup>1</sup>User fees + PC grant

<sup>2</sup>£12,312 is the potential total income with S106 grants, which are still to be confirmed.



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## **STOKE SUB HAMDON SPORTS & RECREATION TRUST**

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The opening bank balance in January 2022 enables the Trust to meet all its obligations within the planned budgets, its Adopted Projects Plan 2021 and finish the financial year with a positive balance, albeit with a decreased overall balance, estimated at minus £4,389.14. For detailed information on planned income and expenditure, please refer to Appendix 1.

### **7 CONCLUSION**

2021 was another hugely challenging year for the Trust with continuing uncertainty due to the restrictions imposed relating to the COVID-19 pandemic, particularly for the first half of the year. The Trust has always carefully considered its budgets and from one year to the next we ensure that we are confident in being able to fulfil our obligations for a 12-month period, should our normal sources of income be affected. Had it not been for further significant rounds of business grant funding that was available to us in 2021 via SSDC, for which we are extremely grateful, our current financial position would be making very different reading. Our recent experiences of benefitting from external funding to support our day-to-day operations are never likely to be repeated. It is a very sobering reminder how heavily dependent the Trust has been on two principal funding sources, i.e. The Charity Shop and the May Fayre Committee. The extremely hard work that is put in by the volunteers can never be taken for granted. The loss of the May Fayre, due to a decision taken by the National Trust that was out of our hands, is a very serious blow and has necessitated a decision by the Trust to delay some projects and programmes of improvements to the Recreation Ground pending a half year budget review. It demonstrates first-hand how past levels of income and successes can be prey to circumstances beyond our control and can never be fully relied upon.

With increasing investment to improve the sport and recreation facilities within the community comes ever increasing and mounting maintenance costs. In the past 10 years the actual cost of maintaining the Recreation Ground has risen from around £6,600 in 2011 to a budget estimate of £20,841 for 2022. Each year the challenge to fund the work of the Trust, and the benefits that flow to the community from it, becomes harder and harder. As the day-to-day costs of materials and labour charges continues to rise, the operating costs of the Trust will inevitably follow suit. Past experience has shown that funding for large projects, such as the skateboard park replacement, only usually flows when something like 50% of the costs are already secured. The value of \$106 funding available from development projects in the area and facilitated by SSDC is clear. These sums are not insignificant amounts of money and, when taken with the Trust's own fundraising, and grants from other sources, including from the Parish Council, they form a critical bedrock for specific projects from which only then is it possible to start seeking and sourcing further funding. The plans for 2022 are exciting, but it is important to understand and stress that our aims to bring forward significant improvements to the facilities at the Recreation Ground can only happen with the support and commitment of SSDC and the Parish Council.

The loss of the May Fayre, in its recent form, is a watershed moment for the Trust and the community of Stoke. It had become a much-anticipated event in the calendar, having evolved and grown over many years. It is part of the village's history but, as with most things, circumstances change. It is hoped that people's disappointment will serve to invigorate a band of new volunteers and ideas that will help to bring forward plans for future alternative village events.

I would like to thank the dedicated band of volunteers in the Charity Shop, the May Fayre Committee, all those who help with village events, the Football Clubs, and the Executive Committee. All these people commit their time, hard work, and excellent ideas to help to make Stoke sub Hamdon a better community for everyone. Without them, none of what is reported here would be possible. I would also like to thank the community, the Parish Council, and the District Council for their full support to the Trust and its aims. There are new challenges and opportunities ahead, and we look forward to continued successes.

John Allan  
Chair - Stoke sub Hamdon Sports and Recreation Trust



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## **STOKE SUB HAMDON SPORTS & RECREATION TRUST**

CHARITY NO 1063874  
VAT NO 780 8830 01

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### **ACTIONS RECORD FOR CANCELLED ANNUAL GENERAL MEETING MARCH 2021**

#### **1. Overview**

The Annual General Meeting for 2021 was cancelled because of restriction imposed by COVID rules.

The Trust undertook all the activities required for the AGM by electronic media and actions and outcomes are recorded at the Appendix. This is a subset of Actions Agreed by the Trust in the Absence of Formal Meetings – 2021. These actions were agreed as a true record of actions undertaken by the Trust from the start of FY 2021 at the first Executive Committee Meeting in August 2021.

#### **2. Chairman's Report.**

The Chairman's report addressed:

- The impact of COVID on the Trust, including the closure of the Charity Shop and the cancellation of the May Fayre.
- The completion of the Operating Manual which includes policies and procedures for the Trust
- Progress against adopted projects
- The impact of the closure of the Charity Shop and the cancellation of the May Fayre
- Objectives for 2021
- Financial summary.

#### **3. Treasurers Report**

The Treasurer's Report showed an opening balance for the FY of £41,691.36 and a closing balance of £63,435.36. After taking out commitments, the Trust had £45,592.26 available for covering operating costs in 2021.

#### **4. Other Reports**

- The Charity Shop reported on its successful move of premises in March 2020, completed just prior to lockdown. It also reported that Robert Manning was standing down as chair.
- Reports were provided by both the Stoke Senior Football Club and the Stoke Youth Football Club.
- Stoke Performing Arts Group reported on their project for people to record Lockdown Reflections, which were posted on Facebook.

#### **5. Election of Officers**

The election of officers was conducted by email and the results are recorded at the Appendix.



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## STOKE SUB HAMDON SPORTS & RECREATION TRUST

CHARITY NO 1063874

VAT NO 780 8830 01

### APPENDIX 1 ACTIONS RELEVANT TO THE ANNUAL GENERAL MEETING 2021 AGREED BY THE TRUST IN THE ABSENCE OF THE MEETING

| Description of Action  | Distribution                            | Outcome             | Date   | Resulting Actions                                 | Notes   |
|--|---|---------------------|--------|---|---|
| Trustees asked to confirm that they are willing to stand for another year. | Executive Committee by Email            | All agreed to stay. | Jan 21 | List of Trustees included in annual report.       | All Trustees agreed to remain in post.  |
| Treasurers Report presented to Chair and Secretary for approval.           | Chair, Treasurer and Secretary by Email | Approved            | Feb 21 | Incorporate in report                             | Incorporated in Trustees Annual Report for approval for release by Executive Committee. |
| Trustees Annual Report presented to the Executive Committee.               | Executive Committee by Email            | Approved for issue  | Mar 21 | Distribute in accordance with the plan            | Distribution – Parish Council, SSDC, SCC and Charity Commission.                        |
| Minutes for Annual General Meeting March 2020.                             | Executive Committee by Email.           | Agreed              | Mar 21 | Issued to Trustees                                | Agree distribution and issue accordingly  |
| Ron Masters stood down as Secretary.                                       | Executive Committee by Email.           | Accepted            | Mar 21 |   | Agreed to continue as a Trustee   |
| Peter Hulett offered to take on the role of Secretary.                     | Executive Committee by Email.           | Accepted            | Mar 21 | Nominated for Secretary.                          |   |
| Distribution of AGM minutes to Parish Council and SSDC                     | Executive Committee by Email.           | Approved            | Apr 21 | Minutes distributed PC clerk and SSDC Councillor. |   |

Chairman  
John Allan  
67, High Street  
Stoke sub Hamdon  
TA14 6PT  
01935

Secretary  
Peter Hulett  
North Street Farmhouse  
Stoke sub Hamdon  
TA14 6QR  
01935 824784

Treasurer  
Rebecca Merrick  
3 Brocks Mount  
Stoke sub Hamdon  
TA14 6PJ  
01935 823180





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CHARITY NO 1063874

VAT NO 780 8830 01

| Description of Action  | Distribution                            | Outcome  | Date          | Resulting Actions                                       | Notes  |
|--|---|----------|---------------|---|--|
| Election of Officers:<br>Chair – John Allan proposed by P Hulett, seconded by R Merrick.<br>Treasurer – Rebecca Merrick proposed by P Hulett, seconded by J Allan.<br>Secretary – Peter Hulett proposed by J Allan, seconded by R Merrick. | Executive Committee by Email            | Approved | 15 April 2021 | Elected officers in position until the AGM in 2022.     | Charity details amended in accordance with election results. |
| Balance Sheet, Notes on Financial Statements and Independent Examiners Report distributed for approval.  | Chair, Treasurer and Secretary by Email | Approved | Apr 21        | Incorporate into Trust Financial Statement for FY 2020. |  |
| Financial Statement for FY 2020 distributed to for approval.   | Executive Committee by Email            | Approved | May 21        | Chair to distribute to PC, SSDC and SCC                 | Distribution complete  |
| Completion of Charity Commission Annual Report, including the TAR and Financial statement for FY 2021.   | Committee Chair by Email                | Approved | May 21        | Secretary to complete Annual Report                     | Annual Return 2020 completed 1 <sup>st</sup> June 2021       |

Chairman  
John Allan  
67, High Street  
Stoke sub Hamdon  
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01935

Secretary  
Peter Hulett  
North Street Farmhouse  
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Treasurer  
Rebecca Merrick  
3 Brocks Mount  
Stoke sub Hamdon  
TA14 6PJ  
01935 823180

## STOKE SUB HAMDON SPORTS & RECREATION TRUST

### Statement by Trustee Treasurer

The Sports & Recreation Trust employs Olivia Adams, a qualified Independent Accountant, to examine the books for the past year from January 1<sup>st</sup> to December 31<sup>st</sup> 2021. Olivia will examine the figures and the annual accounts will be submitted as part of the Trust's annual return to the Charity Commission.

The Trust started the year with an opening bank balance of £63,435.36, and the closing bank balance as of December, once reconciled with outstanding credits and debits, was £91,303.66. This total incorporates the following grants and monies received that are committed expenditure:

|  |                   |
|--|-------------------|
| Stanchester Quilters Award to Charity Shop                                 | £159.04           |
| Paul Spearpoint - Acorn Pop In Memorial Grant                              | £280.13           |
| SLL Grounds Maintenance contract- 1 Nov 21 to 30 Sep 22                    | £4,883.32         |
| Play Inspections - Full Year Service for 2022                              | £400.00           |
| APA Phase 2 Skateboard Park Upgrade @ £120- £150K                          | £22,500.00        |
| Floodlit Training Pitch Area Improvement. Project Phase 2 Access @£28-£36K | £22,507.95        |
| Floodlight Sinking Fund from 2019  | £200.00           |
| May Fayre refunds to 2020 Stall Holders                                    | £325.00           |
| Stoke Performing Arts Group  | £4,268.45         |
| 2 x Rubbish Bins @ Recreation Ground                                       | £1,000.00         |
| Tree Planting @ Recreation Ground  | £1,500.00         |
| Re-Wildings @ Recreation Ground  | £500.00           |
| <b>Total</b>   | <b>£58,523.89</b> |

With the above excluded, the Trust has a total of **£32,779.77** available for 2022.

A breakdown of all financial transactions is shown on the following pages.

Rebecca Merrick  
Treasurer, SSH Sports & Recreation Trust  
February 2022

**Stoke sub Hamdon Sports & Recreation Trust**

Charity Number 1063874

VAT Number 780 8830 01

**2021 Treasurer's Statement**

|  | <i>Forecast<br/>Expenditure</i> | <i>Actual</i>     | <i>Forecast<br/>Income</i> | <i>Actual</i>     | <i>Forecast<br/>Balance</i> | <i>Actual</i>     | Notes: |
|--|---------------------------------|-------------------|----------------------------|-------------------|-----------------------------|-------------------|--------|
| <b>S&amp;RT Bank Balance as of End December 2020</b>                         |                                 |                   | <b>£28,430.00</b>          | <b>£62,802.66</b> | <b>£63,435.36</b>           | <b>£63,435.36</b> |        |
| <b>1) 2021 Projected Income</b>  |                                 |                   |                            |                   |                             |                   | 1      |
| Facilities   |                                 |                   | £1,230.00                  | £1,801.00         |                             |                   |        |
| SSH Parish Council Grant for Recreation maintenance                          |                                 |                   | £4,000.00                  | £4,000.00         |                             |                   |        |
| SSDC S106 Grants (Playing Pitches)   |                                 |                   | £1,500.00                  | £0.00             |                             |                   |        |
| SSDC S106 Grants (Equipped Play)   |                                 |                   | £1,300.00                  | £0.00             |                             |                   |        |
| Facilities Business Support Covid Grants                                     |                                 |                   | £0.00                      | £11,540.00        |                             |                   |        |
| Charity Shop   |                                 |                   | £18,400.00                 | £24,259.97        |                             |                   |        |
| Charity Shop Business Support Covid Grants                                   |                                 |                   | £0.00                      | £16,802.00        |                             |                   |        |
| May Fayre  |                                 |                   | £0.00                      | -£80.00           |                             |                   |        |
| S&RT (VAT)   |                                 |                   | £2,000.00                  | £4,479.69         |                             |                   |        |
| <b>2) 2021 Operating Costs</b>   | <b>£32,097.64</b>               | <b>£34,175.37</b> |                            |                   |                             |                   | 2      |
| Facilities Maintenance   | £20,743.00                      | £24,029.05        |                            |                   |                             |                   |        |
| Charity Shop   | £10,800.00                      | £9,779.19         |                            |                   |                             |                   |        |
| May Fayre* Revised due to Covid-19   | £0.00                           | £0.00             |                            |                   |                             |                   |        |
| S&RT   | £554.64                         | £367.13           |                            |                   |                             |                   |        |
| <b>3) 2021 Community Sports/Education/Recreation Grants:</b>                 | <b>£3,800.00</b>                | <b>£758.99</b>    |                            |                   |                             |                   | 3      |
| Charity Shop   | £3,800.00                       | £758.99           |                            |                   |                             |                   |        |
| May Fayre  | £0.00                           | £0.00             |                            |                   |                             |                   | 4      |
| Trust Projects   |                                 | £0.00             |                            |                   |                             |                   |        |
| <b>2021 Balance plus 2021 Income minus Expenditure</b>                       |                                 |                   |                            |                   | <b>£55,967.72</b>           | <b>£91,303.66</b> |        |
| <b>2021 RING FENCED MONIES:-</b>   |                                 | <b>2021</b>       |                            |                   |                             |                   |        |
| <b>4) 2021 Committed Expenditure:</b>  | <b>£3,159.04</b>                | <b>£439.17</b>    |                            |                   |                             |                   |        |
| Stanchester Quilters Award to Charity Shop                                   | £159.04                         | £159.04           |                            |                   |                             |                   |        |
| May Fayre Grant for Use during 2021  | £3,000.00                       | £0.00             |                            |                   |                             |                   |        |
| Paul Spearpoint - Acorn Pop In Memorial Grant                                |                                 | £280.13           |                            |                   |                             |                   |        |
| <b>5) 2021 S&amp;RT Projects identified to date</b>                          | <b>£5,120.53</b>                | <b>£5,283.32</b>  |                            |                   |                             |                   |        |
| PO SRT/: SLL - Grounds maintenance Re-seed, aerate                           | £1,634.20                       | £0.00             |                            |                   |                             |                   |        |
| PO/SRT/ J Excavating- Levelling the ground, reseed etc                       | £265.00                         | £0.00             |                            |                   |                             |                   |        |
| PO SRT/ I Chew Valley Trees Limited - Tree Planting Project, Rec Eastern End | £2,461.20                       | £0.00             |                            |                   |                             |                   |        |
| PO SRT/: Mark Hickey, Garden Care - Clearance                                | £480.00                         | £0.00             |                            |                   |                             |                   |        |
| Paul Spearpoint - Acorn Pop In Memorial Grant                                | £280.13                         | £0.00             |                            |                   |                             |                   |        |
| PO SRT/: SLL Grounds Maintenance contract- 1 Nov 21 to 30 Sep 22             |                                 | £4,883.32         |                            |                   |                             |                   |        |
| PO SRT/: Play Inspections - Full Year Service for 2022                       |                                 | £400.00           |                            |                   |                             |                   |        |
| <b>6) 2021 5-Year Plan- Future Projects:</b>                                 | <b>£5,007.95</b>                | <b>£45,007.95</b> |                            |                   |                             |                   |        |
| Floodlit Training PitchArea Impr. Project Phase 2 Access @£28-£36K           | £2,507.95                       | £22,507.95        |                            |                   |                             |                   |        |
| APAP Phase 2 Skateboard Park Upgrade @ £50-£120K                             | £2,500.00                       | £22,500.00        |                            |                   |                             |                   |        |
| Sports and Recreation Needs Survey   |                                 | £0.00             |                            |                   |                             |                   |        |
| <b>7) Floodlight Sinking fund from 2019</b>                                  | <b>£200.00</b>                  | <b>£200.00</b>    |                            |                   |                             |                   |        |
| <b>8) May Fayre - Potential refunds to 2020 Stall Holders</b>                |                                 | <b>£325.00</b>    |                            |                   |                             |                   |        |
| <b>9) Stoke Performing Arts Group (SPAG)</b>                                 | <b>£4,355.58</b>                | <b>£4,268.45</b>  |                            |                   |                             |                   |        |
| <b>10) 2022 Proposed Adopted Projects</b>                                    |                                 | <b>£3,000.00</b>  |                            |                   |                             |                   |        |
| 2 x Rubbish Bins   |                                 | £1,000.00         |                            |                   |                             |                   |        |
| Tree Planting  |                                 | £1,500.00         |                            |                   |                             |                   |        |
| Re-Wildings  |                                 | £500.00           |                            |                   |                             |                   |        |
| <b>Total</b>   | <b>£17,843.10</b>               | <b>£58,523.89</b> |                            |                   |                             |                   |        |
| <b>Projected S&amp;RT Balance for 2019</b>                                   |                                 |                   |                            |                   | <b>£38,124.62</b>           | <b>£32,779.77</b> |        |

Notes:-

- 1 Based on Budget Plan Income identified
- 2 Based on Budget Plan Operating Costs identified
- 3 50% of Projected Profit (2020 Refunds provided from 4 x Worldwide challenges @ £500 each due to Covid-19).
- 4 25% of Projected Profit
- 5 Funded £7584.68 S106 Tayberry yet to receive
- 6 Funded £5,543.55 Tayberry Commuted sum yet to receive
- 7 Based on Five Year Strategy

|                     | <i>Forecast</i>  | <i>Actual</i>     |
|---------------------|------------------|-------------------|
| Charity Shop Profit | £7,600.00        | £14,480.78        |
| May Fayre Profit    | £0.00            | -£80.00           |
|                     | <b>£7,600.00</b> | <b>£14,400.78</b> |

# Stoke sub Hamdon Sports & Recreation Trust

Charity Number 1063874

VAT Number 780 8830 01

## 2022 Treasurer's Statement V1

|  | <i>Expenditure</i>       | <i>Income</i>            | <i>Balance</i>           | Notes: |
|--|--------------------------|--------------------------|--------------------------|--------|
| <b>S&amp;RT Bank Balance as of End December 2021</b>               |                          |                          | <b><u>£91,303.66</u></b> |        |
| <b>1) 2022 Projected Income</b>                                    |                          | <b><u>£35,112.00</u></b> |                          | 1      |
| Facilities   |                          | £5,512.00                |                          |        |
| SSH Parish Council Grant for Recreation maintenance                |                          | £4,000.00                |                          |        |
| SSDC S106 Grants (Playing Pitches)                                 |                          | £1,500.00                |                          |        |
| SSDC S106 Grants (Equipped Play)                                   |                          | £1,300.00                |                          |        |
| Charity Shop   |                          | £21,600.00               |                          |        |
| May Fayre  |                          | £1,200.00                |                          |        |
| S&RT (VAT)   |                          | £0.00                    |                          |        |
| <b>2) 2022 Operating Costs</b>                                     | <b><u>£33,156.64</u></b> |                          |                          | 2      |
| Facilities Maintenance   | £20,841.00               |                          |                          |        |
| Charity Shop   | £10,861.00               |                          |                          |        |
| May Fayre  | £500.00                  |                          |                          |        |
| S&RT   | £954.64                  |                          |                          |        |
| <b>3) 2022 Community Sports/Education/Recreation Grants:</b>       | <b><u>£5,369.50</u></b>  |                          |                          | 3      |
| Charity Shop   | £5,369.50                |                          |                          | 4      |
| May Fayre  | £0.00                    |                          |                          |        |
| <b>2021 Balance plus 2022 Income minus Expenditure</b>             |                          |                          | <b><u>£87,889.52</u></b> |        |
| <b>2022 RING FENCED MONIES:-</b>                                   |                          |                          |                          |        |
| <b>4) 2022 Committed Expenditure:</b>                              | <b><u>£439.17</u></b>    |                          |                          |        |
| Stanchester Quilters Award to Charity Shop                         | £159.04                  |                          |                          |        |
| Paul Spearpoint - Acorn Pop In Memorial Grant                      | £280.13                  |                          |                          |        |
| <b>5) 2022 S&amp;RT Projects identified to date</b>                | <b><u>£8,283.32</u></b>  |                          |                          |        |
| PO SRT/: SLL Grounds Maintenance contract- 1 Nov 21 to 30 Sep 22   | £4,883.32                |                          |                          |        |
| PO SRT/: Play Inspections - Full Year Service for 2022             | £400.00                  |                          |                          |        |
| 2 x Rubbish Bins   | £1,000.00                |                          |                          |        |
| Tree Planting  | £1,500.00                |                          |                          |        |
| Re-Wildings at the Rec   | £500.00                  |                          |                          |        |
| <b>6) 2022 5-Year Plan- Future Projects:</b>                       | <b><u>£45,007.95</u></b> |                          |                          | 5      |
| APA Phase 2 Skateboard Park Upgrade @ £120- £150K                  | £22,500.00               |                          |                          |        |
| Floodlit Training PitchArea Impr. Project Phase 2 Access @£28-£36K | £22,507.95               |                          |                          |        |
| Sports and Recreation Needs Survey                                 | £0.00                    |                          |                          |        |
| <b>7) 2020 May Fayre Stall Holder Refunds outstanding</b>          | <b><u>£325.00</u></b>    |                          |                          |        |
| <b>8) Floodlight Sinking fund from 2019</b>                        | <b><u>£200.00</u></b>    |                          |                          |        |
| <b>9) Stoke Performing Arts Group (SPAG)</b>                       | <b><u>£4,268.45</u></b>  |                          |                          |        |
| <b>Total</b>   | <b><u>£58,523.89</u></b> |                          |                          |        |
| <b>Projected S&amp;RT Balance for 2023</b>                         |                          |                          | <b><u>£29,365.63</u></b> |        |

### Notes:-

- 1 Based on Budget Plan Income identified
- 2 Based on Budget Plan Operating Costs identified
- 3 50% of Projected Profit
- 4 25% of Projected Profit
- 5 Based on Five Year Strategy

|                     |                   |
|---------------------|-------------------|
|                     | <b>Forecast</b>   |
| Charity Shop Profit | £10,739.00        |
| May Fayre Profit    | £700.00           |
|                     | <u>£11,439.00</u> |



## **Stoke Charity Shop Annual Report 2021**

### **1. The Shop**

We were unable to have an AGM in 2019 and 2020 because of Covid restrictions and the Charity Shop was closed for 8 ½ months between March 2020 to April 2021. However, even during periods of closure, we have continued to work to support our community and make improvements to the organisation and management of the Shop. The location of the new Shop forms a convenient village hub with the Community Shop next door and the Priory Coffee Shop across the street.

### **2. Technology**

After an initial problem with the connecting of the tablet to the charger, which necessitated replacing the original tablet, the capacity to provide a card payment option to customers is an asset.

Denise kindly volunteered to process donated books, DVDs and CDs for Ziffit, which has increased income for these items over the last few months. Jane continues to sell quality items on eBay through the Stoke Charity eBay account, to provide an additional income stream. Jude continues to sell items on Facebook on our behalf.

### **3. The Charity Shop Committee**

Following Robert Manning's resignation from the committee, the Vice Chairperson, Treasurer and Secretary have continued in post to manage the business, support volunteers and plan new activities for the future. The committee has been assisted in this by Louisa Gosney and Heather Burton, who have contributed valuable personal experience, advice and ideas. All members of the current committee were reelected by volunteers at the 2021 AGM on the 6<sup>th</sup> of September. Committee members by agreement with the Sports and Recreation Trust Committee share attendance at Trust Committee meetings.

### **4. Stoke Sub Hamdon Sports and Recreation Trust**

The Trust received monthly written reports regarding issues arising from the operation of the Charity Shop, until it was possible to resume face to face committee meetings. Their support over the many challenges of 2021 has been invaluable.

### **5. Volunteers**

Volunteer numbers have been enhanced by students during the summer and several new permanent volunteers have joined the team. The Charity Shop now has a pool of 42 volunteers, who process donations and work in the Shop on a regular or intermittent basis.

## **6. Donations**

There was a decline in the volume of donations following the end of the first lockdown, when we were inundated. This is understood to be the picture across the country, especially for small independent Charity Shops. The smooth processing of donations received at HCAP twice a month is thanks to a dedicated team of volunteers led by Frances.

Because of the imminent closure of the URC at the end of January 2022, our last donations collection took place on Saturday the 8<sup>th</sup> of January. Going forward, donations will be accepted at the Shop. People wishing to donate large amounts are asked to contact the shop first to ensure there is sufficient room to accommodate the donation.

## **7. Recycling**

Recycling has been an issue over the last year with inconsistent collection of recycling by Bristol Textiles and delays in payment. The Charity Shop registered with a new provider, 4G Textiles, in June. This firm provides weekly collection of recycling and makes a card payment on the same day. Although, income received from recycling is down, the reliability and prompt payment method makes for a much better service.

There are specific items that the 4G will not accept, which means volunteers are currently taking them to the Refuse Centre in Yeovil. Reinstating the contract for private refuse collection may need to be considered in future. This would involve an agreement with the Fleur de Lis to accommodate the bin on their site.

## **8. Grants**

The Charity Shop has been able to fund two grants this year. One for a second wooden bench for outside the Lighthouse Café and the other to provide a projector to the Gardening Club for presentations and the use of other users of the Memorial Hall. The availability of grants has been advertised in the Parish Newsletter to increase awareness in the Village.

## **9. Financial Report**

The Charity Shop was fortunate to receive grants from South Somerset District Council to cover running cost and loss of income during closure periods related to Covid restrictions. These grants were received in January, March and May 2021 totaling £16,802.00. After reopening in April, The Charity Shop has enjoyed great support from customers, with shop takings totaling £21,049.96. Including all other income sources, our total for 2021 is £23,779.80

## **10. Planned Changes to Stoke Charity Shop**

With the loss of storage space at the URC, The committee has been taking advice from volunteers and others about reorganising the Shop to accommodate more retail space and storage within the shop. An action plan has been developed to implement these changes. Outdoor storage, although agreed in principle with the landlord, will be delayed until changes to the Shop's interior space are completed and the committee can find a unit that satisfies the landlords' specifications.



## 11. Events

Charity Shop volunteers enjoyed a subsidised lunch at the Prince of Wales, Ham Hill in July, which saw 30 volunteers attend. It provided the first opportunity since the pandemic began, to thank volunteers for their dedication to the Charity Shop. Heather developed a questionnaire, which was distributed at the lunch to canvas their opinions regarding any changes they would like to see in the Shop and how it operates..

The Charity Shop joined with other volunteer/membership Village groups for the *Let's Get Together Again* event at the Memorial Hall on the 7<sup>th</sup> of August. This event was well attended, providing an opportunity to tell residents about our activities and opportunities for volunteering, as well as to sell a few bargains.

The Charity Shop was 10 years old in September 2021. Celebrations took place during the week of the 6<sup>th</sup> of September, with a special birthday window and a chance to win the free raffle with every purchase.

A jumble sale took place in November at the Memorial Hall, which was very well received, making £442.62 for the Shop. A table top sale of Christmas items at the Lighthouse in November realised £91.56.

20 volunteers were able to come together in December for a subsidised Christmas meal at the Prince of Wales. This social event, provided an opportunity to thank volunteers and celebrate our successes through the pandemic.

Even in this most difficult year, the support and commitment of volunteers, their families and friends made these activities possible.

## **Stoke sub Hamdon Sports and Recreation Trust**

**AGM March 2022**

### **Stoke Performing Arts Group Annual Report**

2021 saw the continuation of the Covid 19 pandemic. National lockdowns and restrictions imposed to contain the spread of infection, affected many aspects of our lives, including limitations placed on social gatherings and live performance events.

Consequently, the two shows SPAG planned during the year were both cancelled due to the uncertainty created by an ever-changing set of rules, concerns about the health risks presented by Covid and reluctance of performers and audiences to participate in such activities.

The first show 'George Mitchell – Local Hero' was penned by our village playwright Angela Hodges and based on the true story of a George Mitchell, a man who was born in Montacute in the 19<sup>th</sup> century and became a champion for the rights of the agricultural workers living in and around Ham Hill. The plan to stage the performance at the Frying Pan on Ham Hill and involve other community groups such as Stoke Silver Band, the Friends of Ham Hill, Stanchester Quire, and the Norton Players was an ambitious one. However, a delay in 'unlocking' the country and the realisation that we would not be able to put together a production that would do our vision justice in the limited time left of the summer months, forced us to re-think our plans.

The other local groups involved in the initial planning were all very interested and we very much hope that this is a project we can resurrect once life gets back onto a more normal footing.

Our second show planned for 2021 was a much simpler affair. An evening of Christmas entertainment with singing, short sketches, and festive refreshments to be hosted at the old URC Church. Again, this was thwarted by a new variant of Covid spreading across the whole country and new restrictions being placed on indoor events in December.

Financially SPAG has been fortunate in that our thwarted attempts to 'put on a show' in 2021 have incurred little in the way of financial losses and we are still in a healthy position going forward into 2022 with a balance of £4268.45

At the end of 2021 we were given notice that the old URC Church would be closing its doors permanently and this has forced us to undertake a ruthless cull of the costumes, props, lighting etc we had stored there for the last three years. Currently, what was remaining has been shared out amongst our members for storage, but we do need to find somewhere more sustainable for the future.

We were also very sad to lose Moira Hulett from our core organising group, who decided to take a step back from this role. As one of our founding members of SPAG, we wish to express our thanks for all the hard work, commitment, and enthusiasm she has brought to our productions. She will continue to help us with posters, tickets, marketing, and our Face Book page, for which we are very grateful.

Consequently, now having been reduced to three 'Core Group' members from our original five, we are currently trying to recruit a couple of new people to this group to help take on more of the organisational aspects SPAG.

Looking forward to 2022 and hopefully a more positive situation regarding live performances, we have decided to undertake the 'Chicken House Chicks' once more, to be performed in May this year. This play about the land girls who were billeted at Castle Farm in Stoke during WW2, was originally planned for production in the early summer of 2020, to coincide with VE Day celebrations. We are hoping that the year of the Queen's Platinum Jubilee, together with a revived sense of 'community' generated by living through Covid, that has at times been likened to the 'war like spirit', will chime with village audiences. And so far, the response has been enthusiastic!

Jeanie Augarde

31/01/22.

(On behalf of Stoke Performing Arts Group)

**Stoke sub Hamdon Sports and Recreation Trust**

**AGM March 2022**

**Stoke Youth Football Annual Report**

A great season for Stoke youth with all teams being competitive in all leagues. We are looking to re-establish the U7s post COVID and start to rebuild from the bottom.

U9

U10

U12 Raptors

U12 Harriers

U13

U15

U16

U18

We have 130 players signed on at the club. Every weekend we have over 200 people being involved in Stoke Youth football.

We have 8 x U18s playing for the Stoke reserves, the future of football in Stoke is looking good.

A huge thank you to the trust for all the support provided.

Tim Brookes

Stoke Youth Chairman

**Stoke sub Hamdon Sports and Recreation Trust**

**AGM March 2022**

**Stoke FC Annual Report**

The senior club play in the Yeovil and District football league, the first team playing in the Premier division and the Reserves playing in the second division.

Player numbers at the club are healthy with 60 people signed for the club and this season has seen players from the youth team playing for the senior sides which has been very encouraging.

We continue to offer the opportunity for people to train on a Tuesday evening and if selected, a match on Saturday afternoon.



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## **STOKE SUB HAMDON SPORTS & RECREATION TRUST**

CHARITY NO 1063874

VAT NO 780 8830 01

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## **STOKE SUB HAMDON SPORTS AND RECREATION TRUST**

### **FINANCIAL STATEMENTS**

### **FOR**

### **YEAR ENDED DECEMBER 2021**

### **CONTENTS**

| <b>Item</b>  | <b>Page</b> |
|--|-------------|
| Trust Information  | 2           |
| Statement by Trustee Treasurer                             | 3           |
| Statement of Financial Activities – Income and Expenditure | 6           |
| Balance Sheet  | 7           |
| Notes of Financial Statements                              | 8           |
| Statement by Independent Examiner                          | 10          |





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## STOKE SUB HAMDON SPORTS & RECREATION TRUST

CHARITY NO 1063874

VAT NO 780 8830 01

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### Trust Information for the Year Ended 31 December 2021

The Sports and Recreation Trust is an unincorporated charitable association. It was established in 1997 to provide sports and recreation facilities for the Stoke sub Hamdon area, with the following objects:

*To advance education and provide facilities in the interests of social welfare without distinction of religion, sex or politics or other opinions for recreation and leisure time occupation with the object of improving the conditions of life for the inhabitants of the area of benefit.*

Three Honorary Officers, the Chairman, the Treasurer and the Secretary, are elected annually from amongst the Trustees:

#### Officers:

|                     |           |
|---------------------|-----------|
| Mr John Allan       | Chairman  |
| Mrs Rebecca Merrick | Treasurer |
| Mr Peter Hulett     | Secretary |

Registered Charity Number: 1063874

VAT Number: 780 8830 01

Bankers: Lloyds Bank PLC  
9 High St  
Yeovil  
Somerset  
BA20 1RN



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## STOKE SUB HAMDON SPORTS & RECREATION TRUST

CHARITY NO 1063874

VAT NO 780 8830 01

### STOKE SUB HAMDON SPORTS & RECREATION TRUST

#### Statement by Trustee Treasurer

The Sports & Recreation Trust employs Olivia Adams, a qualified Independent Accountant, to examine the books for the past year from January 1<sup>st</sup> to December 31<sup>st</sup> 2021. Olivia will examine the figures and the annual accounts will be submitted as part of the Trust's annual return to the Charity Commission.

The Trust started the year with an opening bank balance of £63,435.36, and the closing bank balance as of December, once reconciled with outstanding credits and debits, was £91,303.66. This total incorporates the following grants and monies received that are committed expenditure:

|  |                   |
|--|-------------------|
| Stanchester Quilters Award to Charity Shop                                 | £159.04           |
| Paul Spearpoint - Acorn Pop In Memorial Grant                              | £280.13           |
| SLL Grounds Maintenance contract- 1 Nov 21 to 30 Sep 22                    | £4,883.32         |
| Play Inspections - Full Year Service for 2022                              | £400.00           |
| APA Phase 2 Skateboard Park Upgrade @ £120- £150K                          | £22,500.00        |
| Floodlit Training Pitch Area Improvement. Project Phase 2 Access @£28-£36K | £22,507.95        |
| Floodlight Sinking Fund from 2019  | £200.00           |
| May Fayre refunds to 2020 Stall Holders                                    | £325.00           |
| Stoke Performing Arts Group  | £4,268.45         |
| 2 x Rubbish Bins @ Recreation Ground                                       | £1,000.00         |
| Tree Planting @ Recreation Ground  | £1,500.00         |
| Re-Wildings @ Recreation Ground  | £500.00           |
| <b>Total</b>   | <b>£58,523.89</b> |

With the above excluded, the Trust has a total of **£32,779.77** available for 2022.

A breakdown of all financial transactions is shown on the following pages.

Rebecca Merrick  
Treasurer, SSH Sports & Recreation Trust  
February 2022



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## STOKE SUB HAMDON SPORTS & RECREATION TRUST

CHARITY NO 1063874

VAT NO 780 8830 01

### Stoke sub Hamdon Sports & Recreation Trust

Charity Number 1063874

VAT Number 780 8830 01

#### 2021 Treasurer's Statement

|  | Forecast<br>Expenditure | Actual            | Forecast<br>Income | Actual            | Forecast<br>Balance<br>£63,435.36 | Actual<br>£63,435.36 | Notes: |
|--|-------------------------|-------------------|--------------------|-------------------|-----------------------------------|----------------------|--------|
| <b>S&amp;RT Bank Balance as of End December 2020</b>                         |                         |                   |                    |                   |                                   |                      |        |
| <b>1) 2021 Projected Income</b>  |                         |                   | <b>£28,430.00</b>  | <b>£62,802.66</b> |                                   |                      | 1      |
| Facilities   |                         |                   | £1,230.00          | £1,801.00         |                                   |                      |        |
| SSH Parish Council Grant for Recreation maintenance                          |                         |                   | £4,000.00          | £4,000.00         |                                   |                      |        |
| SSDC S106 Grants (Playing Pitches)   |                         |                   | £1,500.00          | £0.00             |                                   |                      |        |
| SSDC S106 Grants (Equipped Play)   |                         |                   | £1,300.00          | £0.00             |                                   |                      |        |
| Facilities Business Support Covid Grants                                     |                         |                   | £0.00              | £11,540.00        |                                   |                      |        |
| Charity Shop   |                         |                   | £18,400.00         | £24,259.97        |                                   |                      |        |
| Charity Shop Business Support Covid Grants                                   |                         |                   | £0.00              | £16,802.00        |                                   |                      |        |
| May Fayre  |                         |                   | £0.00              | £80.00            |                                   |                      |        |
| S&RT (VAT)   |                         |                   | £2,000.00          | £4,479.69         |                                   |                      |        |
| <b>2) 2021 Operating Costs</b>   | <b>£32,097.64</b>       | <b>£34,175.37</b> |                    |                   |                                   |                      | 2      |
| Facilities Maintenance   | £20,743.00              | £24,029.05        |                    |                   |                                   |                      |        |
| Charity Shop   | £10,800.00              | £9,779.19         |                    |                   |                                   |                      |        |
| May Fayre* Revised due to Covid-19   | £0.00                   | £0.00             |                    |                   |                                   |                      |        |
| S&RT   | £554.64                 | £367.13           |                    |                   |                                   |                      |        |
| <b>3) 2021 Community Sports/Education/Recreation Grants:</b>                 | <b>£3,800.00</b>        | <b>£758.99</b>    |                    |                   |                                   |                      | 3      |
| Charity Shop   | £3,800.00               | £758.99           |                    |                   |                                   |                      | 4      |
| May Fayre  | £0.00                   | £0.00             |                    |                   |                                   |                      |        |
| Trust Projects   |                         | £0.00             |                    |                   |                                   |                      |        |
| <b>2021 Balance plus 2021 Income minus Expenditure</b>                       |                         |                   |                    |                   | <b>£55,967.72</b>                 | <b>£91,303.66</b>    |        |
| <b>2021 RING FENCED MONIES:-</b>   |                         | <b>2021</b>       |                    |                   |                                   |                      |        |
| <b>4) 2021 Committed Expenditure:</b>  | <b>£3,159.04</b>        | <b>£439.17</b>    |                    |                   |                                   |                      |        |
| Stanchester Quilters Award to Charity Shop                                   | £159.04                 | £159.04           |                    |                   |                                   |                      |        |
| May Fayre Grant for Use during 2021  | £3,000.00               | £0.00             |                    |                   |                                   |                      |        |
| Paul Spearpoint - Acorn Pop In Memorial Grant                                |                         | £280.13           |                    |                   |                                   |                      |        |
| <b>5) 2021 S&amp;RT Projects identified to date</b>                          | <b>£5,120.53</b>        | <b>£5,283.32</b>  |                    |                   |                                   |                      |        |
| PO SRT/ JLL - Grounds maintenance Re-seed, aerate                            | £1,634.20               | £0.00             |                    |                   |                                   |                      |        |
| PO/SRT/ J Excavating- Levelling the ground, reseed etc                       | £265.00                 | £0.00             |                    |                   |                                   |                      |        |
| PO SRT/ I Chew Valley Trees Limited - Tree Planting Project, Rec Eastern End | £2,461.20               | £0.00             |                    |                   |                                   |                      |        |
| PO SRT/ Mark Hickey, Garden Care - Clearance                                 | £480.00                 | £0.00             |                    |                   |                                   |                      |        |
| Paul Spearpoint - Acorn Pop In Memorial Grant                                | £280.13                 | £0.00             |                    |                   |                                   |                      |        |
| PO SRT/ JLL Grounds Maintenance contract- 1 Nov 21 to 30 Sep 22              |                         | £4,883.32         |                    |                   |                                   |                      |        |
| PO SRT/ Play Inspections - Full Year Service for 2022                        |                         | £400.00           |                    |                   |                                   |                      |        |
| <b>6) 2021 5-Year Plan- Future Projects:</b>                                 | <b>£5,007.95</b>        | <b>£45,007.95</b> |                    |                   |                                   |                      |        |
| Floodlit Training Pitch Area Impr. Project Phase 2 Access @£28-£36K          | £2,507.95               | £22,507.95        |                    |                   |                                   |                      |        |
| APAP Phase 2 Skateboard Park Upgrade @ £50-£120K                             | £2,500.00               | £22,500.00        |                    |                   |                                   |                      |        |
| Sports and Recreation Needs Survey   |                         | £0.00             |                    |                   |                                   |                      |        |
| <b>7) Floodlight Sinking fund from 2019</b>                                  | <b>£200.00</b>          | <b>£200.00</b>    |                    |                   |                                   |                      |        |
| <b>8) May Fayre - Potential refunds to 2020 Stall Holders</b>                |                         | <b>£325.00</b>    |                    |                   |                                   |                      |        |
| <b>9) Stoke Performing Arts Group (SPAG)</b>                                 | <b>£4,355.58</b>        | <b>£4,268.45</b>  |                    |                   |                                   |                      |        |
| <b>10) 2022 Proposed Adopted Projects</b>                                    |                         | <b>£3,000.00</b>  |                    |                   |                                   |                      |        |
| 2 x Rubbish Bins   |                         | £1,000.00         |                    |                   |                                   |                      |        |
| Tree Planting  |                         | £1,500.00         |                    |                   |                                   |                      |        |
| Re-Wildings  |                         | £500.00           |                    |                   |                                   |                      |        |
| <b>Total</b>   | <b>£17,843.10</b>       | <b>£58,523.89</b> |                    |                   |                                   |                      |        |
| <b>Projected S&amp;RT Balance for 2019</b>                                   |                         |                   |                    |                   | <b>£38,124.62</b>                 | <b>£32,779.77</b>    |        |

#### Notes:-

- 1 Based on Budget Plan Income identified
- 2 Based on Budget Plan Operating Costs identified
- 3 50% of Projected Profit (2020 Refunds provided from 4 x Worldwide challenges @ £500 each due to Covid-19).
- 4 25% of Projected Profit
- 5 Funded £7584.68 S106 Tayberry yet to receive
- 6 Funded £5,543.55 Tayberry Commuted sum yet to receive
- 7 Based on Five Year Strategy

|                     | Forecast  | Actual     |
|---------------------|-----------|------------|
| Charity Shop Profit | £7,600.00 | £14,480.78 |
| May Fayre Profit    | £0.00     | £80.00     |
|                     | £7,600.00 | £14,400.78 |



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## STOKE SUB HAMDON SPORTS & RECREATION TRUST

CHARITY NO 1063874

VAT NO 780 8830 01

### Stoke sub Hamdon Sports & Recreation Trust

Charity Number 1063874

VAT Number 780 8830 01

### 2022 Treasurer's Statement V1

|  | Expenditure              | Income                   | Balance                  | Notes: |
|--|--------------------------|--------------------------|--------------------------|--------|
| <b>S&amp;RT Bank Balance as of End December 2021</b>               |                          |                          | <b><u>£91,303.66</u></b> |        |
| <b>1) 2022 Projected Income</b>                                    |                          | <b><u>£35,112.00</u></b> |                          | 1      |
| Facilities   |                          | £5,512.00                |                          |        |
| SSH Parish Council Grant for Recreation maintenance                |                          | £4,000.00                |                          |        |
| SSDC S106 Grants (Playing Pitches)                                 |                          | £1,500.00                |                          |        |
| SSDC S106 Grants (Equipped Play)                                   |                          | £1,300.00                |                          |        |
| Charity Shop   |                          | £21,600.00               |                          |        |
| May Fayre  |                          | £1,200.00                |                          |        |
| S&RT (VAT)   |                          | £0.00                    |                          |        |
| <b>2) 2022 Operating Costs</b>                                     | <b><u>£33,156.64</u></b> |                          |                          | 2      |
| Facilities Maintenance   | £20,841.00               |                          |                          |        |
| Charity Shop   | £10,861.00               |                          |                          |        |
| May Fayre  | £500.00                  |                          |                          |        |
| S&RT   | £954.64                  |                          |                          |        |
| <b>3) 2022 Community Sports/Education/Recreation Grants:</b>       | <b><u>£5,369.50</u></b>  |                          |                          | 3      |
| Charity Shop   | £5,369.50                |                          |                          |        |
| May Fayre  | £0.00                    |                          |                          | 4      |
| <b>2021 Balance plus 2022 Income minus Expenditure</b>             |                          |                          | <b><u>£87,889.52</u></b> |        |
| <b>2022 RING FENCED MONIES:-</b>                                   |                          |                          |                          |        |
| <b>4) 2022 Committed Expenditure:</b>                              | <b><u>£439.17</u></b>    |                          |                          |        |
| Stanchester Quilters Award to Charity Shop                         | £159.04                  |                          |                          |        |
| Paul Spearpoint - Acorn Pop In Memorial Grant                      | £280.13                  |                          |                          |        |
| <b>5) 2022 S&amp;RT Projects identified to date</b>                | <b><u>£8,283.32</u></b>  |                          |                          |        |
| PO SRT/SLL Grounds Maintenance contract- 1 Nov 21 to 30 Sep 22     | £4,883.32                |                          |                          |        |
| PO SRT/SLL Play Inspections - Full Year Service for 2022           | £400.00                  |                          |                          |        |
| 2 x Rubbish Bins   | £1,000.00                |                          |                          |        |
| Tree Planting  | £1,500.00                |                          |                          |        |
| Re-Wildings at the Rec   | £500.00                  |                          |                          |        |
| <b>6) 2022 5-Year Plan- Future Projects:</b>                       | <b><u>£45,007.95</u></b> |                          |                          | 5      |
| APA Phase 2 Skateboard Park Upgrade @ £120- £150K                  | £22,500.00               |                          |                          |        |
| Floodlit Training PitchArea Impr. Project Phase 2 Access @£28-£36K | £22,507.95               |                          |                          |        |
| Sports and Recreation Needs Survey                                 | £0.00                    |                          |                          |        |
| <b>7) 2020 May Fayre Stall Holder Refunds outstanding</b>          | <b><u>£325.00</u></b>    |                          |                          |        |
| <b>8) Floodlight Sinking fund from 2019</b>                        | <b><u>£200.00</u></b>    |                          |                          |        |
| <b>9) Stoke Performing Arts Group (SPAG)</b>                       | <b><u>£4,268.45</u></b>  |                          |                          |        |
| <b>Total</b>   | <b><u>£58,523.89</u></b> |                          |                          |        |
| <b>Projected S&amp;RT Balance for 2023</b>                         |                          |                          | <b><u>£29,365.63</u></b> |        |

#### Notes:-

- 1 Based on Budget Plan Income identified
- 2 Based on Budget Plan Operating Costs identified
- 3 50% of Projected Profit
- 4 25% of Projected Profit
- 5 Based on Five Year Strategy

|                     |                   |
|---------------------|-------------------|
|                     | <b>Forecast</b>   |
| Charity Shop Profit | £10,739.00        |
| May Fayre Profit    | £700.00           |
|                     | <u>£11,439.00</u> |



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## STOKE SUB HAMDON SPORTS & RECREATION TRUST

CHARITY NO 1063874

VAT NO 780 8830 01

### STOKE SUB HAMDON SPORTS & RECREATION TRUST

#### Statement of Financial Activities for the year ended 31 December 2021

##### INCOME & EXPENDITURE

|  | Notes | Restricted<br>Funds | Unrestricted<br>Funds | Total         | 2020          |
|--|-------|---------------------|-----------------------|---------------|---------------|
| <b>INCOME</b>  |       |                     |                       |               |               |
| Donations & Grants   | 6     |                     | 32,452                | 32,452        | 26,948        |
| Fundraising Activities   | 7     |                     | (80)                  | (80)          | 365           |
| Hire of Pitches  |       |                     | 1,801                 | 1,801         | 1,432         |
| Charity Shop   |       |                     | 24,260                | 24,260        | 18,982        |
| Vat Refund   |       |                     | 2,703                 | 2,703         | 3,440         |
|  |       | <u>0</u>            | <u>61,136</u>         | <u>61,136</u> | <u>51,167</u> |
| <b>DIRECT CHARITABLE EXPENDITURE</b>                             |       |                     |                       |               |               |
| Charity Shop - Rent  |       |                     | 5,812                 | 5,812         | 5,513         |
| Charity Shop - Electricity & Water                               |       |                     | 637                   | 637           | 575           |
| Charity Shop - Maintenance                                       |       |                     | 1,629                 | 1,629         | 2,246         |
| Charity Shop - Relocation  |       |                     | -                     | -             | 2,936         |
| Projects   |       |                     | 759                   | 759           | 1,600         |
| Insurance  |       |                     | 618                   | 618           | 366           |
| Facilities Management - Property Maintenance                     |       |                     | 3,057                 | 3,057         | 1,076         |
| Facilities Management - Equipment Maintenance                    |       |                     | 10,826                | 10,826        | 5,285         |
| Facilities Management - Ground Maintenance                       |       |                     | 9,780                 | 9,780         | 11,593        |
| Depreciation   |       |                     | 34                    | 34            | 40            |
|  |       | <u>0</u>            | <u>33,152</u>         | <u>33,152</u> | <u>31,229</u> |
| <b>OTHER EXPENDITURE</b>   |       |                     |                       |               |               |
| Miscellaneous Expenses   |       |                     | 615                   | 615           | 227           |
| Fundraising Costs  |       |                     | 87                    | 87            | 225           |
| Professional Fees  |       | -                   | 280                   | 280           | 280           |
|  |       | -                   | 982                   | 982           | 732           |
| <b>TOTAL EXPENDITURE</b>   |       | <u>0</u>            | <u>34,135</u>         | <u>34,135</u> | <u>31,961</u> |
| Net (deficit)/surplus of income<br>over expenditure for the year |       | 0                   | 27,001                | 27,001        | 19,206        |
| Fund Balances brought forward                                    |       | 0                   | 64,253                | 64,253        | 45,047        |
| Fund Balances carried forward                                    |       | <u>0</u>            | <u>91,254</u>         | <u>91,254</u> | <u>64,253</u> |



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## STOKE SUB HAMDON SPORTS & RECREATION TRUST

CHARITY NO 1063874

VAT NO 780 8830 01

### STOKE SUB HAMDON SPORTS & RECREATION TRUST

#### Balance Sheet as at 31 December 2021

|                               | Notes | 2021       |                      | 2020       |                      |
|-------------------------------|-------|------------|----------------------|------------|----------------------|
|                               |       | £          | £                    | £          | £                    |
| <b>FIXED ASSETS</b>           |       |            |                      |            |                      |
| Tangible Assets               | 2     | <u>195</u> |                      | <u>229</u> |                      |
|                               |       |            | 195                  |            | 229                  |
| <b>CURRENT ASSETS</b>         |       |            |                      |            |                      |
| Debtors                       | 3     | 361        |                      | 1,098      |                      |
| Balance at Bank               |       | 91,304     |                      | 63,435     |                      |
| Cash in Hand                  |       | <u>-</u>   |                      | <u>93</u>  |                      |
|                               |       |            | 91,665               |            | 64,626               |
| <b>CURRENT LIABILITIES</b>    |       |            |                      |            |                      |
| Sundry Creditors              |       | 325        |                      | -          |                      |
| Accruals                      | 4     | <u>280</u> |                      | <u>280</u> |                      |
|                               |       |            | 605                  |            | 280                  |
| <b>NET CURRENT ASSETS</b>     |       |            | <u>91,060</u>        |            | <u>64,346</u>        |
| <b>NET ASSETS</b>             |       |            | <u><u>91,254</u></u> |            | <u><u>64,575</u></u> |
| <b>REPRESENTED BY</b>         |       |            |                      |            |                      |
| Unrestricted Income Fund      |       |            |                      |            |                      |
| General Purpose Fund          |       | 91,254     |                      | 64,575     |                      |
| Designated Fund               |       | <u>-</u>   |                      | <u>-</u>   |                      |
|                               |       |            | <u>91,254</u>        |            | <u>64,575</u>        |
| <b>RESTRICTED INCOME FUND</b> |       |            |                      |            |                      |
| Skate Park                    |       | <u>0</u>   |                      | <u>0</u>   |                      |
|                               |       |            | <u><u>91,254</u></u> |            | <u><u>64,575</u></u> |



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## STOKE SUB HAMDON SPORTS & RECREATION TRUST

CHARITY NO 1063874

VAT NO 780 8830 01

### STOKE SUB HAMDON SPORTS & RECREATION TRUST

#### Notes to the Financial Statements for the Year Ended 31 December 2021

##### 1 Accounting Policies

###### Accounting Convention

The accounts have been prepared on the historical cost convention and are in accordance with the applicable accounting standards, the Charities SORP 2005 (Accounting and Reporting by Charities) and comply with the Charities (Accounts & Reposts) Regulations 2005 issued under the Charities Act 1993

###### Depreciation

Depreciation is provided on fixed assets at the following rates, based on the estimated useful life of these assets, and their anticipated residual value

Equipment - 15% Reducing Balance

##### 2 Fixed Assets - used by the Charity

|                       | Equipment         |
|-----------------------|-------------------|
| Cost                  | £                 |
| At 1 January 2021     | 3,801             |
| Additions             |                   |
| At 31 December 2021   | <u>3,801</u>      |
| <b>Depreciation</b>   |                   |
| At 1 January 2021     | 3,572             |
| Charge for Year       | <u>34</u>         |
| At 31 December 2021   | 3,606             |
| <b>Net Book Value</b> |                   |
| At 31 December 2021   | <u><u>195</u></u> |
| At 31 December 2020   | <u><u>229</u></u> |

##### 3 Debtors

|                | 2021              | 2020                |
|----------------|-------------------|---------------------|
|                | £                 | £                   |
| Sundry Debtors | -                 | -                   |
| Vat Debtor     | <u>361</u>        | <u>1,098</u>        |
|                | <u><u>361</u></u> | <u><u>1,098</u></u> |

##### 4 Creditors

|                      |                   |                   |
|----------------------|-------------------|-------------------|
| Creditors & Accruals | <u>605</u>        | <u>280</u>        |
|                      | <u><u>605</u></u> | <u><u>280</u></u> |



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## STOKE SUB HAMDON SPORTS & RECREATION TRUST

CHARITY NO 1063874

VAT NO 780 8830 01

### STOKE SUB HAMDON SPORTS & RECREATION TRUST

#### Notes to the Financial Statements for the Year Ended 31 December 2021

##### 5 Summary of Net Assets by Funds

|                                     | Fixed Assets | Net Current Assets | Net Assets    |
|-------------------------------------|--------------|--------------------|---------------|
|                                     | £            | £                  | £             |
| <b>Unrestricted Funds</b>           |              |                    |               |
| General Purpose                     | 195          | 91,060             | 91,254        |
| Designated Fund                     |              |                    |               |
| - Floodlights & Adventure Play Area |              |                    |               |
|                                     | <u>195</u>   | <u>91,060</u>      | <u>91,254</u> |
| <b>Restricted Income Fund</b>       |              |                    |               |
| Ringfenced Projects                 |              | 0                  | 0             |

##### 6 Donations & Grants

|                                   | 2021          | 2020          |
|-----------------------------------|---------------|---------------|
|                                   | £             | £             |
| Grants                            |               |               |
| Stoke sub Hamdon Parish Council   | 4,000         | 4,000         |
| South Somerset District Council   | -             | 22,668        |
| Paul Spearpoint Memorial Grant    | -             | 280           |
| Business Support Grants - Covid19 | 28,342        | -             |
| Private Donation (Monthly)        | 110           | -             |
|                                   | <u>32,452</u> | <u>26,948</u> |

|                             |            |             | 2021                        |
|-----------------------------|------------|-------------|-----------------------------|
| Fundraising Activities      | Organisers | Proceeds    | Net                         |
| 7 May Fayre                 | -          | (80)        | (80) (Stallholders refunds) |
| Stoke Performing Arts Group | 87         | -           | (87)                        |
|                             | <u>87</u>  | <u>(80)</u> | <u>(167)</u>                |





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## STOKE SUB HAMDON SPORTS & RECREATION TRUST

CHARITY NO 1063874

VAT NO 780 8830 01



CHARITY COMMISSION  
FOR ENGLAND AND WALES

### Independent examiner's report on the accounts

#### Section A

#### Independent Examiner's Report

Report to the trustees/  
members of

STOKE SUB HAMDON SPORTS & RECREATION TRUST

On accounts for the year  
ended

31/12/2021

Charity no  
(if any)

1063874

Set out on pages

1-4

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2021

Responsibilities and  
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below\*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

*OLIVIA ADAMS*

Date:

19/04/2022

Name:

OLIVIA ADAMS

Relevant professional  
qualification(s) or body

FMAAT

IER

1

Oct 2018



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## STOKE SUB HAMDON SPORTS & RECREATION TRUST

CHARITY NO 1063874

VAT NO 780 8830 01

(if any):

Address:

Hope Farm, Sticklynch, Glastonbury, Somerset BA6 8NA

### Section B

#### Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

IER

2

Oct 2018



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
STOKE SUB HAMDON SPORTS & RECREATION TRUST

On accounts for the year  
ended

31/12/2021

Charity no  
(if any)

1063874

Set out on pages

1-4

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/12/2021**

Responsibilities and  
basis of report

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Independent  
examiner's statement

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\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

19/04/2022

Name:

OLIVIA ADAMS

Relevant professional  
qualification(s) or body

FMAAT



(if any):

Address:

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.