

## **DRAYCOTT MILLENNIUM GREEN TRUST – CHARITY NUMBER 1068437**

### **REPORT & FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025**

#### **GENERAL INFORMATION AS AT THE 31 MARCH 2025**

SOLE TRUSTEE – Draycott Parish Council

ADDRESS – c/o Parish Rooms, Elvaston Street, Draycott, Derby, DE72 3PY

#### **TRUSTEES ANNUAL REPORT**

Principal activity – the provision and maintenance of an open space, to be known as the Millennium Green, for the general benefit of the community.

##### **Millennium Green Raised Bed / Sundial Area**

With thanks to Draycott Village Fund for their grant of £2800 towards the refurbishment of two sections of the raised beds, vandals had damaged some of the log walls, two sections were removed and a wall installed. The volunteers from Draycott in Bloom continued to maintain the raised flower beds and the trustees give thanks to them.

##### **Area between Hopwell Road and Wallis Close**

Four of the humps were removed and unfortunately it was discovered that the humps had been created using building materials, therefore the costs were considerable to obtain top soil and grass seed the area. Further work was completed in March 2025 to remove stones, roller the area and re-grass seed some of the areas. We received grants towards this work from Derbyshire County Council – Robert Parkinsons Members Fund, East Midlands Railway Community Fund, and Draycott and Church Wilne Parish Council.

We consulted with the local primary and secondary schools, residents via Facebook and members of the public who attended our meetings to determine what this land should be used for – the financially realistic options were to apply for grants to pay for modern fitness equipment that could be used by all and to remove the designation that this area is for “teens”

We successfully obtained grants from the Police and Crime Commissioner and the National Lottery Awards for all and work on installing the equipment will commence on Monday 1<sup>st</sup> April.

We also replaced old wooden gates and entrances with new metal gates which in the long term do not require any maintenance and keep the areas protected from damage from motorcycles and other motorised vehicles.

Draycott and Church Wilne Parish Council also paid for all of the grass cutting and hedge cutting works on the sites.

Financial Review – during the year the Trust received income of £47,648.80 of which £29,470.58 was expended on insurance, gates and fencing, works on the raised beds, and works at the teen area. The year- end balance is £23,959.40 which will be used on the costs for the fitness equipment.

Trustee – Draycott Parish Council - No income was received by the Trustees from the Trust.

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2025

	2022-23	2023-2024	2024-2025
<b>Receipts</b>	<b>£</b>	<b>£</b>	<b>£</b>
Grants from outside bodies	0	4,006.00	28,250.00
Draycott Parish Council	472.92	4,129.53	22,398.00
<b>Total Receipts</b>	<b>472.92</b>	<b>8,135.53</b>	<b>50,648.80</b>
<b>Payments</b>			
<b>Total Payments</b>	<b>472.92</b>	<b>5,635.53</b>	<b>29,471.38</b>
Bank Balance as of 31/3/2024	2,781.98		
Add Receipts 2024 – 2025	50,648.80		
Less Payments 2024-2025	29,471.38		
<b>Balance as of 31/3/2025</b>	<b><u>23,959.40</u></b>		
<b>Assets</b>	<b>£</b>		
Natwest – Current Account	23,959.40		
Liabilities	0.00		
<b>Net Assets / Accumulated Trust Fund</b>	<b><u>23,959.40</u></b>		

Detailed transactions for the financial year 2024-2025

Date	Company Name	Description	Receipts	Payments	Balance
01/04/2024					£ 2,781.98
17/04/2024	Clear Councils Insurance	Insurance Premium		£ 302.98	
15/05/2024	Draycott Parish Council	Refund of VAT Canopy Tree Services	£ 470.00		
30/05/2024	Abellio East Midlands Railway	Grant for Teen Area (1st Payment)	£ 1,125.00		
10/07/2024	Derbyshire County	Cllr Robert Parkinson	£		

		Members Grant Teen		
	24 Council	Area	925.00	
14/08/20	Draycott Parish	Grant for gates on MG	£	
	24 Council	land	1,894.80	
14/08/20				£
	24 Fletchers Timber	Wood for entrances		69.60
11/09/20	Draycott Parish	Grant for Teen Area	£	
	24 Council	Phase 1	7,000.00	
11/09/20	Transport UK East	Grant for Teen Area	£	
	24 Midlands Railway	(2nd Payment)	1,125.00	
12/09/20	Draycott Parish	Grant for Teen Area	£	
	24 Council	Phase 1	5,500.00	
12/09/20				£
	24 Centrewire Ltd	Gates for entrances		1,894.80
		Removal of Humps,		
13/09/20		Top Soil and Grass		£
	24 Jack Ford Digging	Seeding		17,400.00
15/10/20	Draycott Parish	Refund of VAT Paid to	£	
	24 Council	Jack Ford Digging	2,900.00	
08/11/20	Draycott Village	Grant towards raised	£	
	24 Fund	beds refurbishment	2,800.00	
27/11/20	Draycott Parish	Grant towards Raised	£	
	24 Council	Beds works	3,000.00	
27/11/20		Refurbishment of		£
	24 Millstone Paving	Raised Beds		9,804.00
12/12/20	Draycott Parish	Refund of VAT paid to	£	
	24 Council	Millstone Paving	1,634.00	
		Grant towards fitness		
13/03/20	Police and Crime	equipment (1st	£	
	25 Commissioner	payment)	2,500.00	
21/03/20	National Lottery	Grant towards fitness	£	
	25 Awards for All	equipment	19,775.00	
			£	£
		Totals	50,648.80	29,471.38
			<b>Balance as</b>	<b>£</b>
			<b>of 31st</b>	<b>23,959.4</b>
			<b>March 2025</b>	<b>0</b>

Sheena Butcher  
Secretary for DMGT (Sheena Butcher)

1 April 2025  
Date

Sue Stack  
Internally Audited (Sue Stack)

10 April 2025  
Date

Roger Brown  
For Draycott Millennium Green Trust

16 April 2025  
Date

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Secretary for DMGT (Sheena Butcher)

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Date

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Date

Roger Brown  
For Draycott Millennium Green Trust

16 April 2025  
Date




# INTERNAL AUDIT REPORT/CHECKLIST FOR DRAYCOTT AND WILNE PARISH COUNCIL FOR THE YEAR ENDING 31st MARCH 2025

Further to the Internal Audit of Accounts I carried out on 10<sup>th</sup> April 2025 I confirm that the annual audit was carried out in accordance with the suggested approach contained in the Smaller Authorities Proper Practices Panel (SAPPP) - Practitioners' Guide 2025 to be applied in the preparation of statutory annual accounts and governance statements 2024/25.

Page 3 of the 2024/25 AGAR form has been signed off accordingly.

Signed

  
East Midlands Audit Services Ltd

10<sup>th</sup> April 2025

1. Book Keeping			Comments
1.1	Spreadsheet maintained and up to date?	Yes	
1.2	Arithmetic correct?	Yes	
1.3	Evidence of Internal Control?	Yes	
1.4	VAT evidence, recording and reclaimed?	Yes	
1.5	Payments in ledger supported by invoices, authorised and minuted?	Yes	
1.6	S137 separately recorded and within limits?	Yes	
1.7	S137 expenditure of direct benefit to electorate?	Yes	

2. Due Process			Comments
2.1	Standing Orders adopted (inc GDPR)?	Yes	
2.2	Standing Orders reviewed at annual meeting?	Yes	
2.3	Financial Regulations adopted?	Yes	
2.4	FRs properly tailored to council?	Yes	
2.5	Equal Opportunities policy adopted?	Yes	
2.6	RFO appointed?	Yes	
2.7	List of member interests held?	Yes	
2.8	Agendas signed, informative and displayed with 3 clear days' notice ?	Yes	
2.9	Purchasing authority defined in FRs?	Yes	
2.10	Legal powers identified in minutes and/or cashbook?	Yes	
2.11	Committee terms of reference exist and have been reviewed for Committees?	Yes	
2.12	Council/Councillors contact details on line?	Yes	

2.13	GDPR Privacy Policy on web site ?	Yes	
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3. Risk Management		Comments	
3.1	Does scan of minutes reveal any unusual activity?	No	
3.2	Annual risk assessment carried out?	Yes	
3.3	Insurance cover appropriate and adequate?	Yes	
3.4	Evidence of annual insurance review?	Yes	
3.5	Internal financial controls documented and evidenced?	Yes	
3.6	Minutes initialled, each page identified and overall signed?	Yes	
3.7	Regular reporting and minuting of bank balance?	Yes	
3.8	S137 expenditure minuted?	Yes	
3.9	Up to date Risk Management Scheme?	Yes	

4. Budget		Comments	
4.1	Annual budget to support precept?	Yes	
4.2	Has budget been discussed and adopted by council?	Yes	
4.3	Any reserves earmarked?	Yes	
4.4	Any unexplained variances from budget?	No	
4.5	Precept demand correctly minuted?	Yes	

5. Payroll – Clerk		Comments	
5.1	Contract of employment?	Yes	
5.2	Tax code issued / contracted out?	Yes	
5.3	PAYE / NI evidence?	Yes	
5.4	Has council approved salary paid?	Yes	
5.5	Pension provision in place or Opt out?	Yes	
5.6	Other payments reasonable and approved by council?	Yes	
5.7	Complaints procedure in place?	Yes	
5.8	Current Grievance and Disciplinary procedures in place?	Yes	

6. Payroll – Other		Comments	
6.1	Contract of employment?	N/A	
6.2	Does council have public liability cover?	N/A	
6.3	Tax code(s) issued?	N/A	
6.4	Minimum wage paid?	N/A	



7. Asset Control			Comments
7.1	Does council keep a register of all material assets owned?	Yes	
7.2	Is asset register up to date?	Yes	
7.3	Value of individual assets included?	Yes	
7.4	Inspected for risk and H & S ?	Yes	

8. Bank Reconciliations			Comments
8.1	Is there a bank reconciliation for each account?	Yes	
8.2	Reconciliation carried out on receipt of statement?	Yes	
8.3	Any unexpected balancing entries in any reconciliation?	No	

9. Year End Procedures			Comments
9.1	Year-end accounts prepared on correct accounting basis?	Yes	
9.2	Bank statements and ledger reconcile?	Yes	
9.3	Underlying financial trail from records to presented accounts?	Yes	
9.4	Where appropriate, debtors and creditors properly recorded?	Yes	
9.5	Has council agreed, signed and minuted sections 1 & 2 of the annual return?	Yes	
9.6	Public Rights provision current ?	Yes	
9.7	Was External Audit exemptions correctly declared.?	Yes	

10. Miscellaneous			Comments
10.1	Have points raised at the last audit been addressed?	N/A	
10.2	Has the council adopted a Code of Conduct ?	Yes	
10.3	Is eligibility for General Power of Competence properly evidenced?	Yes	
10.4	Are all electronic files backed up?	Yes	
10.5	Do arrangements for public inspection of council's records exist?	Yes	
10.6	Public Rights Provision adopted?	Yes	
10.7	Complaints Procedure Adopted ?	Yes	
10.8	Are Training Records kept ?	Yes	
10.9	Website Accessibility Statement adopted?	Yes	

11. Charities			Comments
11.1	Charities reported, accounted and filed separately?	YES	

Payee invoice check	CORONA	DIRTY WELLIES PAUL GUYLL
Ledger date	21/1/25	3/10/24
Item/Budget heading	ELECTRICITY	TREE WORK
Ref/cheque no.	DD	BANK PMT 10/10
Payment minute ref	<b>NOT MINUTED</b>	ON SCHED 10/10/24
Invoice value	40.45	72.00
Minute value	40.45	72.00141/24
Payment value	122.47 (GROUP)	72.00
Bank Statement value	122.47	72.00
Timely payment	Yes	Yes
VAT recorded	Yes (£)	Yes (£)
S137 recorded	N/A	N/A
S137 minuted	N/A	N/A

#### Annual Return (Page X)

		Year ending 31 March 2024	Year ending 31 March 2025
		£	£
1	Balances brought forward	52545	62077
2	Annual precept	75000	87403
3	Total other receipts	64662	87650
4	Staff costs	33807	32000
5	Loan interest/capital repayments	3177	1697
6	Total other payments	93146	83558
7	Balances carried forward	62077	119875
8	Total cash and investments	62077	119875
9	Total fixed assets and long term investments and assets	699694	699694
10	Total borrowings	4704	
11	Section 4 annual return figures completed and cross referenced	Yes	Yes

#### Summary

**Just to mention that the Annual Parish Meeting requires 7 CLEAR days notice**

#### NOTES

**The Clerk and/or RFO should certify the accounts before the full council approves them.**