

SPARK
(Sport, Amenities, Recreation in Kesgrave)

Registered Charity 1077587

**ANNUAL REPORT
AND ACCOUNTS**

FOR THE YEAR ENDED

31 March 2025

TRUSTEES REPORT

REFERENCE AND ADMINISTRATIVE INFORMATION

Registered Charity No. 1077587
Charity contact name: Mr Nick Francis
Charity contact address: 48 Alberta Close, Kesgrave, Ipswich IP5 1HS
Charity main address: Unit 5 Ropes Drive, Twelve Acre Approach, Kesgrave, Ipswich, IP5 2ET
Charity website: <http://www.kesgrave.org.uk/spark>

Trustees at 31 March 2025

	<i>Date Appointed</i>	<i>Date Resigned</i>
Mrs Molly Amot	26 February 2013	
Mrs Angela Finch **	18 November 2013	
Mrs Judith Francis**	9 April 2018	
Mr Nicholas Francis	20 April 2020	
Ms Joanne Tillinghast	20 April 2020	
Mr Ashley Jordan	7 April 2014	
Mr Patrick Mills **	20 April 1999	14 July 2025
Mrs Tina Shute	8 April 2019	15 April 2024
Mr David Steward**	7 April 2014	
Dr Keith Stewart Young **	14 October 2011	
Mr Charles Howard	10 July 2023	
Mr David Kane	10 July 2023	14 July 2025

** Registered authorised signatories to act on behalf of the Trustees.

Custodian Trustee Kesgrave Town Council

Professional Advisors ***Bankers***

CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill,
 West Malling, Kent ME19 4JQ
 Santander, Bridle Rd, Bootle, Merseyside, L30 4GB
 Hampshire Trust Bank plc, 131 Finsbury Pavement, London, EC2A 1NT
 M&G Charities, PO Box 9038, Chelmsford, CM99 2XF

Independent Examiner: Christine Wade, HastingsWade, 58-60 Stowupland Road, Stowmarket, IP14 5AL

STRUCTURE GOVERNANCE AND MANAGEMENT

Governing Document

The charity was set up by constitution on 20 July 1999 and amended in November 1999. It has subsequently been amended to reflect the objectives of the current methods of operation; this was approved by the trustees on 2 March 2010 and was approved and incorporated by the Charity Commission on 9 July 2010. Further minor amendments were approved and incorporated by the Charity Commission in April 2012. The current constitution dated 2 March 2010 incorporates a grant making policy. Further minor amendments were agreed by Board of Trustees at their AGM in 2020

Trustee selection

The Trustees are elected at the Annual General Meeting by ballot or show of hands in accordance with the Constitution (Clause 8). Should a vacancy occur a replacement can be appointed by the executive committee to serve until the next Annual General Meeting.

Governance

The Charity is managed by the 'Board of Trustees' of SPARK. As charity trustees they are responsible for complying with legislation applicable to charities. This includes registration, keeping proper accounts and making returns to the Charity Commission as appropriate. The Board of Trustees meets four times a year.

Risk and Internal Control

The trustees have identified the major risks to which they believe the charity is exposed, these have been reviewed and systems have been established to mitigate against them. The main areas of concern that have been identified are:

Reduced income from fund raising. The Charity is reliant upon income from the 2nd Stop shop. The Charity does hold a reserve to cover the cost of one year's rent for the shop and funds to cover potential redundancy payments to shop staff but if the shop were to close then rent may be due for the remaining term of the lease. This would leave any remaining reserves to be distributed as grants until the reserves were exhausted. If further work were to be undertaken by the charity, then a new income source would need to be found.

The charity has in place systems of internal controls that are designed to provide reasonable assurance against material mismanagement or loss; these include 2 signatories for all payments and BACS payments are initiated by the Treasurer and authorized by a second trustee and insurance policies to ensure that insurable risks are covered.

During the year the trustees set up another Charity SPARK CIO which will eventually take the place of the current charitable association.

OBJECTIVES AND ACTIVITIES

Objects of the Charity

SPARK is established to provide and assist in the provision for sport, amenities, recreation and other leisure time occupations for the benefit of the inhabitants of the Town of Kesgrave in the interests of social welfare and in order to improve the quality of life of the said inhabitants.

Grant Making Policy

Grants are currently awarded to applicants in accordance with the policy laid down in the constitution.

Volunteers

All the trustees are volunteers. The only paid employees of the charity are the shop manager, assistant manager and cleaner who look after the day-to-day running of the shop. The shop is staffed by a large group of volunteers who all work on a part time unpaid basis.

Public Benefit

The charity meets the Charity Commission's public benefit criteria by giving grants to local organisations and people to enable them to pursue their aims and ambitions. In many cases this enables the people concerned to further their work in the community.

ACHIEVEMENTS AND PERFORMANCE

SPARK is currently the leaseholder of the 2nd Stop Charity Shop. The lease between Spark and Tesco, reached a lease renewal at 31 May 2018 and a new lease has been negotiated for 10 years. The lease is held in the name of three trustees, Patrick Mills, Keith Stewart Young and Molly Arnott. All the profits

generated after the operational costs of running the shop are to the sole benefit of SPARK and are used to make grants or loans to organisations and individuals within the area of benefit.

FINANCIAL REVIEW

The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the financial statements and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published in October 2019.

Income for the year has remained consistent and the charity shop remains the only source of funds.

During the year grants were made to several organisations as outlined in the notes to these accounts.

Reserves policy

The charity has significant cash funds but there is no specific need to keep reserves, as apart from the 2nd Stop Shop, the charity does not have any overheads or recurring costs. The shop holds £19,243 in a deposit account as a provision towards one year's rent and a provision for any potential staff redundancy.

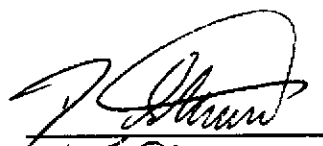
During the year the main reserves of SPARK were transferred to SPARK CIO.

Insurance

A policy was purchased from Access Underwriting Trustee Indemnity effective for twelve months as from 1 June 2013 and is renewed each year.

Approved by

Chairman



Vice – Chairman



Date

13th OCTOBER 2025

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 MARCH 2025

	<i>Note</i>	<i>Total</i>	<i>Total</i>
INCOMING RESOURCES		2025	2024
		£	£
Donations and legacies			
Donation		-	-
Other trading activities			
2 nd Stop Shop	3	145,428	149,654
Investments			
Interest		4,174	4,965
		<hr/>	<hr/>
Total income		£149,602	£154,619
		=====	=====
RESOURCES EXPENDED		£	£
Raising funds			
2 nd Stop Shop	3	68,072	66,019
Charitable activities			
Grants paid	6	21,514	140,815
Printing Postage & Stationery		-	1
Website & domain		80	80
Indemnity Insurance		244	243
Independent Examination		125	125
Bank charges		40	60
Transfer to SPARK CIO charity		185,786	-
		<hr/>	<hr/>
Total Expenses		£275,861	£ 207,343
		=====	=====
Net (deficit) before investment gains/(losses)		(126,259)	(52,724)
Gains/(losses) on investments		1,820	(787)
		<hr/>	<hr/>
Net movement in funds		(124,439)	(53,511)
Total Funds brought forward		163,742	217,253
		<hr/>	<hr/>
Total Funds carried forward		£ 39,303	£ 163,742
		=====	=====

The annexed notes form an integral part of these accounts

BALANCE SHEET

AT 31 MARCH 2025

	Note	Total 2025 £	Total 2024 £
FIXED ASSETS			
Shop Assets – Sheds	7	-	836
Investments			
M&G Charifund	8	-	42,282
Hampshire Trust Bank (2-year bond)	8	-	53,227
CURRENT ASSETS			
Debtors			
VAT Refund		894	1,901
Shop prepayments		3,824	3,820
Investments			
2 nd Stop Deposit Account		19,445	19,243
CAF Gold Account		-	20,168
Cash at bank and in hand			
CAF Current Account		-	1,082
2 nd Stop Current Account		14,176	19,159
2 nd Stop Paypal		94	4
2 nd Stop Sumup		396	365
2 nd Stop Cash in Hand		1,505	2,415
Total current assets		40,334	68,157
Less: Creditors			
Amounts falling due within one year	9	(1,031)	(760)
Net current assets		39,303	67,397
TOTAL NET ASSETS		£ 39,303	£ 163,742
FUNDS			
General Fund		(150)	116,610
2 nd Stop Fund	3	39,453	47,132
Total Funds		£ 39,303	£ 163,742

Approved by

Treasurer

Judith Francis

Vice - Chairman

Stewart Young

Date

13th October 2025

The annexed notes form an integral part of these accounts

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2025

1. Basis of preparation**Basis of accounting**

The charity constitutes a public benefit entity as defined by FRS 102. The accounts have been prepared in accordance with Accounting and Reporting by Charities; Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The financial statements have been prepared to give a 'true and fair view' and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. The departure has involved following the Accounting and Reporting by Charities; Statement of Recommended Practice applicable to charities preparing their annual accounts in accordance with the Financial Reporting Standard and applicable in the UK and Republic of Ireland (FRS102) issued in October 2019 rather than the Accounting and Reporting by Charities; Statement of Recommended Practice effective from 1 April 2005 which has been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest pound.

Change in Basis

The significant accounting policies applied in the preparation of these statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2025

2. Accounting policies

Recognition of income	This is included in the accounts when the charity receives the resources
Offsetting	There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.
Grants and donations received	Grants and donations are only included as income when received.
VAT	VAT reclaimable is recognised as it arises
Donated goods	Donated goods for resale are included in the accounts when sold by the charity.
Donated services and Facilities	The value placed on these resources is not included in the accounts
Volunteer help	The value of any voluntary help received is not included in the accounts
Investment income	This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.
Investment gains and losses	This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.
Support Costs	The Charity has incurred expenditure on support costs
Grants Paid	Grants paid are only included in the accounts when applications have been received and approved by the trustees and funds transferred to the applicant.
Liability recognition	Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.
Creditors	The charity has creditors which are measured at settlement amounts less any trade discounts
Provisions for liabilities	A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date
Tangible fixed assets for use by charity	These are capitalised if they can be used for more than one year and cost more than £500. They are valued at cost or a reasonable value on receipt. The depreciation rates are given in the appropriate note.
Investments	Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current asset investments
Current asset investments	The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity date of less than one year held for investment purposes rather than to meet short term cash commitments as they fall due.

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2025

3. Funds generated by 2nd Stop Shop

	2025	2024
	£	£
Shop Sales	145,428	149,654
Interest on shop funds	212	152
	<u>145,640</u>	<u>149,806</u>
Total income		
Less:		
Shop Management	(37,420)	(38,188)
Premises	(24,760)	(22,350)
Administration	(5,892)	(5,481)
	<u>(68,072)</u>	<u>(66,019)</u>
Total expenses		
Net surplus	77,568	83,787
Transfer to SPARK accounts	(57,982)	(68,300)
Transfer to SPARK CIO	(27,265)	-
Shop funds at 1 April	47,132	31,645
	<u>£ 39,453</u>	<u>£ 47,132</u>
	=====	=====
Shop funds at 31 March		

4 Fees for examining the accounts

	2025	2024
	£	£
Independent examiners fees	150	150
	<u>£ 150</u>	<u>£ 150</u>
	=====	=====

5 Staff Costs

	2025	2024
	£	£
Gross wages	38,472	39,176
Employer Pension Costs	739	705
Employers National Insurance	-	-
	<u>£ 39,211</u>	<u>£ 39,881</u>
	=====	=====

Average number of full-time equivalent employees
Managing the shop

1 1

There is a NEST pension scheme operated by the charity.

No employees received employee benefits for the reporting period of more than £60,000.

No trustee received remuneration or other benefits from the charity in the year ended 31 March 2025.
(2024: nil).

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2025

6 Grant making	2025	2024
		£
Three Bears Playgroup - Artificial Grass	7,500	200
Kesgrave Bowls Club – New Water Irrigation	6,250	-
Birchwood Primary School – Zen Den	2,500	-
Kesgrave Kruisers – expenses for Alan Brown Memorial Run	2,500	4,750
Citizens Advice – Outreach Kesgrave	1,000	-
AFC Kesgrave – Ladies Football Kit & Team funding	600	895
Kesgrave Cricket Club – 1 st of three year sponsorship	750	-
East Anglian School Trust (KHS) – Arts Council Club funding	500	-
Kesgrave PCC – Surge protection for media equipment	260	-
Heath Primary School – Play equipment & Matting	-	38,002
Kesgrave High School - Sports Hall Floor repair	-	34,840
Resurface floodlit Sports Area	-	29,164
Kesgrave Baptist Church – Awning	-	9,734
All Saints Church – Church Hall roof and car park	-	4,495
Additional car parking costs of edging and cement	-	1,980
Electric rewire of Church Hall	-	3,000
Kesgrave Kestrels - football equipment & dug out seats	-	6,032
U14 Kit and training	-	300
U11 Girls coaching course and kit	-	123
KWMCC – Hot water tank for showers	-	1,000
Bandstand repairs	-	1,000
Kesgrave Music Festival - 5K Fun Run & Easter Egg Hunt funding	-	1,550
Cedarwood School – Coronation – Natureark	-	667
Kesgrave Library - Toys & Rug for Stay & Play	-	450
Kesgrave Friendship Club – Christmas Lunch	-	500
Computer Club – Hall Hire	-	750
Humpty Dumpty Playgroup – Coronation Childrens picnic table	-	200
Special needs pushchair	-	263
Mobile book storage unit	-	340
Kesgrave Singers – audio equipment	-	300
Come & Play – play equipment	-	250
Witnesham Wasps – First Aid Kit	-	30
Kesgrave Town Council – Shed Grant excess refunded	(346)	-
	£ 21,514	£ 140,815
	=====	=====

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2025

7 Fixed Assets

	<i>Sheds</i>	<i>Total</i>
Cost	£	£
At 1 April 2024	2,690	2,690
Additions	-	-
Disposals	(2,690)	(2,690)
At 31 March 2025	£ -	£ -
Depreciation	£	£
At 1 April 2024	1,854	1,854
Depreciation for year (25%)	-	-
Disposals	(1,854)	(1,854)
At 31 March 2025	£ -	£ -
At 31 March 2025	£ -	£ -
At 31 March 2024	£ 836	£ 836

Depreciation has been charged on the fixed assets at 25% (Straight Line).

8 Fixed Asset Investments

	<i>M&G Charifund</i>	<i>Hampshire Trust</i>	2025
	£		
At 1 April 2024	42,282	53,227	95,509
Addition during the year	-	2,228	2,228
Disposal during the year	(44,102)	(55,455)	(99,557)
Gain/(Loss) on revaluation	1,820	-	1,820
	£ -	£ -	£ -
Historical cost			£ -

9 Creditors and accruals

	2025	2024
	£	£
Trade Creditors	881	608
Accruals	150	152
	£ 1,031	£ 760

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2025

10 Trustees and other related parties	2025	2024
	£	£
Reimbursement of amounts paid on behalf of the charity		
N Francis	£ 122	£ 86
	=====	=====

There were no related party transactions.

11 Capital Commitments

The trustees have agreed to pay £750 for three years to Kesgrave Cricket Club for sponsorship and provision of shirts. Only the first instalment of £750 has been paid this year.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE SPARK

I report to the Board of Trustees on my examination of the accounts of SPARK for the year ended 31 March 2025.

Responsibilities and basis of report

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

I report in respect of my examination of the charity'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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. Accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. The accounts do not accord with those records; or
3. The accounts do 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.

Signed:



Name Christine Wade, HastingsWade

Qualification Chartered Certified Accountants

Address: 58-60 Stowupland Road
Stowmarket
Suffolk
IP14 5AL

Date: 29th October 2025