

**Cavendish Fields Sports Association**  
**ANNUAL REPORT AND ACCOUNTS 2024**

**Trustees, Officers and Advisors**

**ADVISERS:**

**Bankers:**

Nat West  
19 Dale Road  
Matlock  
DE4 3YA

**Solicitors: Heny Loveday and Keighley**

Crown Chambers,  
6 Bank Road,  
Matlock,  
DE4 3AQ

**Auditors:**

N/A

**Insurance Brokers:**

Peak Insurance Services Limited  
24 Bakewell Road  
Matlock  
DE4 3AU

**Charity Trustees & Management committee**

K Brown  
G Leech  
J Taylor  
S Wain  
M Marshall

Individuals who serve on the committee who are not trustees:

D Greatorex  
A Yates  
A Addis

**Management Committee and Sub committees as at 13 August 2024**

**Officers**

Chair – M Marshall  
Treasurer – J Taylor  
Grass Bookings – D Greatorex  
ATP Bookings – A Yates  
Head Grounds keeper (& assistant grounds keeper) – M Marshall

**ANNUAL REPORT FOR THE YEAR ENDED 31 JULY 2024**

The Trustees of CFSA present their annual report for the year ended 31 July 2024 under the Charities Act 1993, together with the audited accounts for the year, and confirm that the latter comply with the requirements of the Act, the Trust Deed and the Charities SORP 2005.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

***Governing Document***

The organization is a charitable association, registered Charity number 1084888 and is established under a Memorandum of Association which details the objects and powers of the charitable company and is governed under its Articles of Association. Formal links in the past eight years have been established with Matlock Town FC and Matlock Town Juniors FC (MTJFC). This link has been established to ensure the management and ongoing running of the facility is safeguarded. As such the committee works with MTJFC closely and is the venue where all MTJFC home matches are played.

#### Appointment of Management Committee

The charity trustees for the purposes of charity law are also members of the Management Committee. Members of the Management Committee are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting.

#### Trustee Induction and Training

Most trustees are already familiar with the practical work of the charity, having been engaged with the facility through participation in the activities there.

In the future, new trustees will be invited and encouraged to attend a series of short training sessions (of no more than an hour) to familiarise themselves with the charity and the context within which it operates. These will be led by the Chair of the Management Committee or their designated deputy. These training sessions will include:

- The obligations of Management Committee members.
- The main documents which set out the operational framework for the charity.
- Resourcing and the current financial position as set out in the latest published accounts.
- Future plans and objectives.

#### ***Organizational Management***

The management committee regularly meets and reviews Policy and procedures to make recommendations to the Trustees. The Trustees meet regularly to discuss progress and vote on any recommendations made.

The more traditional business and organizational skills are well represented on the Management Committee. In an effort to maintain this broad skill mix, members of the Management Committee are requested to provide a list of their skills (and update it each year) and in the event of particular skills being lost due to retirements, individuals are approached to offer themselves for election to the Management Committee.

#### ***Risk Management***

The Trustees are responsible for the management of the risks faced by the organisation. Detailed considerations of risk are delegated to the Management Committee Team. Risks are identified, assessed and controls established throughout the year.

A formal review of the charity's risk management processes is undertaken on an annual basis.

The key controls used by the charity include:

- formal agendas for all Committee and Board activity.
- detailed terms of reference for all Committees.
- comprehensive strategic planning, budgeting and management accounting.
- formal written policies.

Through the risk management processes established by the association, the Trustees are satisfied that the major risks identified have been adequately mitigated where necessary. It is recognised that systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

## **AIMS, OBJECTIVES AND ACTIVITIES**

The core activity at the facility remains football, and the CFSA remains committed to this working with MTJFC from the beginning of next season (September 2024). We also work closely with the Derwent Valley League who use the ATP for their matches. However, one of the aims of the management committee is to provide an area for the local community to enjoy and utilise in areas away from football. The Trustees current Strategic Plan will be reviewed on a regular basis. We are working closely with the Football Foundation and have grants to improve the grass pitches. We also still have Matlock Town Band using the room for their practice sessions.

The committee has short and medium term aims and goals for the facility. The aims will be updated after the feedback from the stakeholders has been received.

The short-term aims include:

Increase the number of Trustees bringing addition skill sets to the organisation.

The medium term aims include:

Improve further 2 of the main full size pitches

Refurbish the front of the pavilion to a community space

### **Chairman's Statement**

The last 12 months has proven how valuable an asset the fields are not just for football but also as an area for recreation and enjoyment by the wider community.

### ***Charitable Objectives***

Our objective as a charity is to provide high quality football pitches to our users and also a training facility for many sports. The fields are also to be enjoyed by the wider community.

### ***Mission Statement***

To lead and engage the local community in adopting a healthy lifestyle by providing access to quality facilities, equipment and services to enable participation in recreational activities.

### ***Principal activities of the year***

The principal activities for the year were to carry out a full refurbishment of the ATP carpet, elements to the fencing and the lighting.

### ***Volunteers***

The Trustees would like to take this opportunity to say how much we appreciate the continuing support of the volunteers and local businesses valuable support for our work.

## **REVIEW OF ACHIEVEMENTS AND PERFORMANCE**

The ATP remains very popular with people of all ages, as do the grass pitches.

The collaboration with Matlock Band who are using part of CFSA pavilion as a Practice room is ongoing.

### **Fundraising**

The bulk of the income for the facility remains the football pitch and ATP rental, income is also received from the kitchen which operates at weekends. Several events throughout the year also raise revenue for the CFSA.

## **FINANCIAL REVIEW AND RESULTS FOR THE YEAR**

### **Reserves policy**

CFSA has a reserve policy contingency fund.

## **ACCOUNTING AND REPORTING RESPONSIBILITIES**

**Cavendish Fields Sports Association - Accounts - 2023-24**

	£	£
<b>Income</b>	<b>2023/24</b>	<b>2022/23</b>
Grass Pitch Hire	7,942.75	9,491.00
ATP Hire	26,209.80	11,220.00
Kitchen	1,185.00	3,095.00
Donations	12,097.50	6,779.86
Room hire	1,402.00	2,621.00
Bank Interest	338.55	352.79
Grants	33,589.00	1,250.00
<b>Total</b>	<b>82,764.60</b>	<b>34,809.65</b>

<b>Expenditure</b>		
Pitch maintenance	15,288.00	27,253.38
Electricity	4,892.84	3,296.80
Rent	2,653.28	2,547.38
Car Park	960.00	1,380.00
Waste Disposal	1,127.23	1,058.85
Internet	1,064.75	820.80
Equipment		117.60
Cleaning	114.48	2,118.35
Insurance	3,582.43	2,330.30
New 4G pitch	79,850.40	
Repairs		5,268.64
Water Boilers	1,702.44	1,853.05
Consumables		258.72
Water	2,989.49	2,339.17
<b>Total</b>	<b>114,225.34</b>	<b>50,643.04</b>

<b>Surplus</b>	<b>-31,460.74</b>	<b>-15,833.39</b>
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**Balance sheet**

Bank	12,502.05	50,196.22
Debtors	6,876.30	964.00
<b>Net Assets</b>	<b>19,378.35</b>	<b>51,160.22</b>
Creditors	537.69	858.82
<b>Net Liabilities</b>	<b>537.69</b>	<b>858.82</b>

<b>Net</b>	<b>18,840.66</b>	<b>50,301.40</b>
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<b>Reserves</b>		
Prior Year	50,301.40	66,134.79
Surplus	-31,460.74	-15,833.39
<b>Carried forward</b>	<b>18,840.66</b>	<b>50,301.40</b>

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