



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 1 April 2020 to 31 March 2021

Charity name: East Harptree Playing Field

Charity registration number: 1090521

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The purpose of the charity is to maintain and administer the playing field for recreational and sporting use by the people of East Harptree and the surrounding area
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>The car park, playing field, tennis court and play area are open for use at all times by any member of the public subject only to some constraints during sports matches or, far more rarely, if closed at the direction of National Government (ie. Coronavirus)</p> <p>The playing field is used regularly by sports clubs which pay for the use of the sports pitches and the pavilion. It is also used by the local primary school and the local Pre-School as well as hosting a number of events which are open to the whole of the local community.</p> <p>The pavilion is also hired out to different organisations (ie Yoga group) or individuals and has been used as a polling station for three democratic voting processes in the last two years.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees are aware of and have respected the Charity Commission guidance on Public Benefit. The Committee looks to make the facilities as available as possible to all whilst ensuring that enough income is generated to cover the operating costs.

## Additional information

Contribution made by volunteers	Para 1.38	<p>All the management of the facilities including bookings is carried out by volunteers. In addition all improvement projects are organised by volunteers where skills permit. Grass surfaces and trees are cut/trimmed by volunteers (who also take responsibility for the relevant equipment).</p> <p>Pavilion users are expected to keep the pavilion in a tidy state. Pavilion cleaning and</p>
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	minor repairs are looked after by volunteers.
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## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p><b>Play Area</b> The new play equipment was installed in the summer of 2018 and continues to be very popular with the local community (although it was closed for 3 months during this year as a result of Coronavirus restrictions imposed by the Government). It is monitored by B&amp;NES inspectors and Fields in trust and any significant defects actioned.</p> <p><b>Tennis Court</b> The Tennis court has also been closed for a period during the year due to Coronavirus restrictions but otherwise continues to be well used by the Community.</p> <p><b>Pavilion</b> The use of the pavilion has been significantly impacted due to the closure of the facility due to Coronavirus restrictions imposed by the Government. Limited use was made by the following organisations:</p> <ul style="list-style-type: none"> <li>• Harptree Villages Cricket Club (see also below)</li> <li>• Local Yoga group</li> <li>• East Harptree VJ Day celebration</li> <li>• East Harptree Flower and Craft Show in September 2020</li> </ul> <p><b>Cricket</b> Harptree Villages Cricket Club continued to use the pitch albeit only for 4 home matches due to the Coronavirus restrictions.</p> <p><b>Football</b> The Committee invested in new football goals during the year and it was planned that Chew Valley FC under 11s would be playing matches at the Playing Field from January to March 2021. The impact of the Coronavirus restrictions unfortunately meant that this was not possible but plans remain in place to continue with this initiative for next season.</p> <p><b>Ash Trees</b> The Committee had to arrange for a number of Ash Trees to be cut down during the year as a result of Ash Die Back – the work has been tied into new planting that is being done in conjunction with both Fields in Trust and the Environment Group in the Village.</p>

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>The overall financial position of the charity at 31 March 2021 was good with total cash reserves amounting to £26,578 helped by the funding provided by the local authority in the form of the Local Restrictions Support Grants.</p> <p>The excess of income over expenditure during the year of £17,077 was driven by the level of Grants received.</p> <p>The Parish Council currently funds the charity with an annual grant of £2,000 which is shared between the Play Area and the other facilities. The Play Area is also funded with the proceeds from the annual Village Flower and Craft Show and the 100 Club. The costs of running the remainder of the field and the pavilion are normally financed by the users of the facilities augmented by the Parish Council Grant.</p>												
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>The Committee has always aimed to maintain an unrestricted reserve position of £3,000 to cover emergency or unforeseen repairs or circumstances and this has been exceeded this year as noted above. The excess of income over expenditure this year provides the Committee with the opportunity to invest in some new equipment to replace currently ageing equipment. In particular new football goals were acquired as noted above and netball goals are also being considered for use on the tennis court.</p>												
Amount of reserves held	Para 1.22	<p>The total reserved funds at 31 March 2021 were £26,578 split as follows:</p> <table><tr><th></th><th>£</th></tr><tr><td>Unrestricted Funds</td><td>16,721</td></tr><tr><td>Play Area Funds</td><td>9,493</td></tr><tr><td>Tennis court maintenance</td><td>216</td></tr><tr><td>Signage</td><td>148</td></tr><tr><td><b>Total</b></td><td><b>26,578</b></td></tr></table>		£	Unrestricted Funds	16,721	Play Area Funds	9,493	Tennis court maintenance	216	Signage	148	<b>Total</b>	<b>26,578</b>
	£													
Unrestricted Funds	16,721													
Play Area Funds	9,493													
Tennis court maintenance	216													
Signage	148													
<b>Total</b>	<b>26,578</b>													
Reasons for holding zero reserves	Para 1.22	<p>There are no funds with zero reserves</p>												
Details of fund materially in deficit	Para 1.24	<p>There are no funds in deficit</p>												
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<p>The Committee continue to monitor the impact of the Coronavirus carefully but currently have no concerns regarding the charity continuing as a going concern.</p>												

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Conveyance dated 28 May 1956
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	East Harptree Playing Field is vested in Fields in Trust (formerly the National Playing Fields Association) and is administered by a charitable trust registered with the Charity Commissioners and is constituted by a Deed of Trust.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The Charity is administered by the Management Committee of the Village Hall (Charity number 304536)

### Additional information

The charity's organisational structure and any wider network with which the charity works	Para 1.51	All decisions go through the Management Committee and most members regularly attend the Committee meetings or submit reports if unable to attend.
Relationship with any related parties	Para 1.51	As noted above the Charity is administered by the Management Committee of the Village Hall (Charity number 304536)

### Reference and Administrative details

Charity name	East Harptree Playing Field
Other name the charity uses	
Registered charity number	1090521
Charity's principal address	East Harptree Playing Field Townsend East Harptree BS40 6BH

## Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Andrew Brent Cook			Trustee
2	Graham Harding	Hon Treasurer		Trustee
3	Sarah Bull	Booking Clerk		Village Rep
4	Daisy Bowie Sell	Hon Secretary		EH Flower Show
5	Jessica Sheldon			EH Nursery Preschool
6	Nick Houlton		To 31 July 2020	EH Village Club
7	Terry Youlton			EH Women's Institute
8	Kate Gillingham			EH Village Shop EH Parish Council EH Primary School PTA
9	David Hill			Harptree Villages Cricket Club
10	Anastasia Male			Roman Catholic Church
11	Nigel Sommerfield			Village Rep
12	Andrew Fox		From 1 October 2020	Groundsman

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

Not applicable

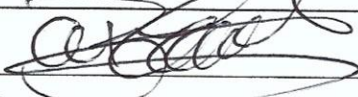
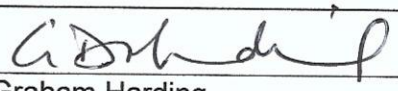
## Other optional information

None

## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Andrew Brent Cook	Graham Harding
Position (eg Secretary, Chair, etc)	Trustee	Trustee and Treasurer

Date 23/6/21

# EAST HARP TREE PLAYING FIELD

Registered Charity No. 1090521

## Independent Examiner's Report

### Responsibilities and Basis of the Report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2021 set out on pages 1-2

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").

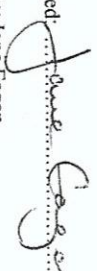
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### Independent Examiner's Statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which give 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.

Signed:  .....

Name: Jane Eagon

Address: Coombe Cottage, East Harptree, Bristol

Date: 21/4/21

# EAST HARP TREE PLAYING FIELD

YEAR ENDED 31 MARCH 2021

## CHARITY INFORMATION

Registered Charity no. 1090521

Trustees

Andrew Cook

Graham Harding

Hon Treasurer

Graham Harding

Hon Secretary

Daisy Bowie-Sell

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## RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

	Unrestricted Funds 2021 £	Play Area Funds 2021 £	Restricted Funds 2021 £	TOTAL FUNDS 2021 £	TOTAL FUNDS 2020 £
<b>RECEIPTS</b>					
Contribution from EH Primary School					279.00
Contribution from EH Parish Council					2,000.00
Grants	1,600.00	400.00	-	2,000.00	-
Harpree Villages Cricket Club	16,452.00	4,113.00	-	20,565.00	-
Tennis Club	260.00	-	-	260.00	1,080.00
Other pavilion bookings	605.00	-	-	605.00	-
Interest Received	0.69	-	-	0.69	1,607.82
Donations, grants and fundraising for play area	-	2,000.00	-	2,000.00	9.01
Donations, grants and fundraising for pavilion/field	825.00	-	-	825.00	1,370.00
100 Club contributions	-	1,995.00	-	1,995.00	-
<b>TOTAL RECEIPTS</b>	<b>19,742.69</b>	<b>8,508.00</b>	<b>-</b>	<b>28,250.69</b>	<b>8,275.83</b>
<b>PAYMENTS</b>					
Services & Power	1,165.45	-	-	1,165.45	1,406.86
Grass cutting and equipment maintenance	1,106.06	-	-	1,106.06	850.00
Fund raising Costs	94.54	-	-	94.54	-
Insurance and administration costs	537.86	134.47	-	672.33	570.25
Pavilion and ground maintenance	3,128.04	-	-	3,128.04	2,579.67
Football costs	2,100.95	-	-	2,100.95	-
Play area and tennis maintenance and repairs	-	2,074.20	63.00	2,137.20	4,205.41
100 Club prizes	-	769.50	-	769.50	978.00
<b>TOTAL PAYMENTS</b>	<b>8,132.90</b>	<b>2,978.17</b>	<b>63.00</b>	<b>11,174.07</b>	<b>10,680.19</b>
<b>NET (PAYMENTS)/RECEIPTS</b>	<b>11,609.79</b>	<b>5,529.83</b>	<b>(63.00)</b>	<b>17,076.62</b>	<b>(2,404.36)</b>
<b>BANK BALANCES AT START OF THE YEAR</b>	<b>5,110.77</b>	<b>3,963.63</b>	<b>426.67</b>	<b>9,501.07</b>	<b>11,905.43</b>
<b>BANK BALANCES AT CLOSE</b>	<b>16,720.56</b>	<b>9,493.46</b>	<b>363.67</b>	<b>26,577.69</b>	<b>9,501.07</b>

## STATEMENT OF ASSETS AND LIABILITIES AS AT 31 MARCH 2021

	Unrestricted Funds 2021 £	Play Area Funds 2021 £	Restricted Funds 2021 £	TOTAL FUNDS 2021 £	TOTAL FUNDS 2020 £
<b>MONETARY ASSETS</b>					
Bank and Cash balances:					
Current Account	6,174.52	4,993.46	363.67	11,531.65	9,455.72
Business Reserve Account	10,546.03	4,500.00	-	15,046.03	20,311
<b>Total cash funds</b>	<b>16,720.55</b>	<b>9,493.46</b>	<b>363.67</b>	<b>26,577.68</b>	<b>9,501.06</b>



GRAHAM HARDING  
For and behalf of the Management Committee

Date: 21/4/21

## NOTES TO THE RECEIPT AND PAYMENTS ACCOUNT FOR YEAR TO 31 MARCH 2021

**Note 1** These accounts have been prepared on a receipts and payments basis. There are some significant amounts outstanding at the end of the year, and to assist the understanding of the accounts they are summarised below:

**Amounts due to be paid out by the Playing Field**

100 Club prizes to be paid out (see also Note 2)

Payment for new tennis court fencing

Maintenance

	31 March 2021	31 March 2020
100 Club prizes to be paid out	498.75	486.00
Payment for new tennis court fencing	-	-
Maintenance	-	-
	<b>498.75</b>	<b>486.00</b>

**Note 2 Play Area Funds**

Play Area funds comprise of amounts raised for the ongoing maintenance and improvement to the Play Area through the 100 Club and other fundraising initiatives. Balances at the end of the year are as follows:

Prize money to be paid out  
Balance for maintenance and improvement to Play Area

	31 March 2021	31 March 2020
Prize money to be paid out	498.75	486.00
Balance for maintenance and improvement to Play Area	8,994.71	3,477.63
	<b>9,493.46</b>	<b>3,963.63</b>

**Note 3 Other Restricted Funds (funds received for limited purposes)**

For tennis court maintenance  
For signage

	31 March 2021	31 March 2020
For tennis court maintenance	216.02	216.02
For signage	147.65	210.65
	<b>363.67</b>	<b>426.67</b>

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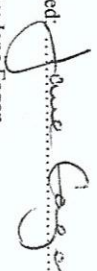
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Name: Jane Eagon

Address: Coombe Cottage, East Harptree, Bristol

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YEAR ENDED 31 MARCH 2021

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GRAHAM HARDING  
For and behalf of the Management Committee

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Maintenance

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Maintenance	-	-
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