

**St Erme Playing Field Trust**  
**Registered Charity No: 1101129**  
**Trustees' Annual Report**  
**1<sup>st</sup> April 2023 to 31<sup>st</sup> March 2024**



**Reference and administration details**

**Charity Name:** St Erme Playing Field Trust

**Other names charity is known by:**

St Erme and Trispen Recreation Field Committee

**Registered charity number:** 1101129

**Charity's Principal address:** The Community Centre, Castle Field, Trispen TRURO  
 TR4 9JQ

**Names of the charity trustees who manage the charity:**

Trustee name	Office	Name of person (or body) entitled to appoint trustee (if any)
Mr Robert Trethewey BEM	Chairman	
Mr Phil Hodgkinson		St Erme Parish Council
Mr Steve Hitchman		St Erme Cricket Club
Mr Dale Hanns-Drake		W.E.F 14.8.23
Mr Michael Edwards	Hon Treasurer	
Mrs Anthea Prowse		W.E.F 16.10.23
Mrs Patricia Bowerman		
Mr Tristan Jewell		
Mr Andrew Gould		W.E.F 16.10.23
Mrs Karen Gould		W.E.F 16.10.23
Mrs Bianca Price		Until 16.10.23
Mr Nick Light		
Vacancy		St Erme FC
Ms Natasha Mills		W.E.F 27.2.23
Mrs P Bridger		
Mrs Susan Mounter		St Erme Silver Circle

**Name of the trustees for the charity, if any (for example, any custodian trustees)**

Name
Mr Robert Trethewey
Mr Colin Pound
Mr Kevin Wilcocks
Mrs Rosemary Janette Gray

*R. Trethewey*

## **Structure, governance and management**

### **Description of the charity's trusts**

#### **Type of governing document:**

Trust deed dated 11<sup>th</sup> July 1984 as amended by scheme dated 11<sup>th</sup> July 2008  
And resolutions at the AGM 2019.

#### **How the charity is constituted:** Trust

#### **Charity selection methods:**

Trustees can be appointed or by another body, or appointed/reappointed by the existing trustees at their AGM

## **Objectives and activities**

### **Summary of the objects of the charity set out in its governing document:**

The objects of the charity are

In the interests of social welfare, to improve the conditions of life of the inhabitants of the parish of St Erme, Cornwall. Without distinction of political, religious or other opinions by the provision and maintenance of:

- A Sports and Community Centre for the use of inhabitants, including use for:
  - Meetings, lectures and classes
  - Other forms of recreation and leisure-time occupation
  - A recreation ground for use by the inhabitants

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Summary of the main activities undertaken for the benefit in relation to these objects



### **The Community Larder**

This was started in response to the Covid outbreak in 2020 when the Parish Emergency Plan was put in place. The Trust joined in relief work with the Parish Emergency Committee.

The Larder is open to all. Our records indicate that our users were local with a wide spread of ages and a large proportion of working families.

A supply line with the FareShare organisation is in place and we continue to collect from M&S weekly. All funds are kept in a separate bank deposit account.

### **General Review.**

The focus continues to be on community activity in line with our original Trust deed.

A key feature of the Community Centre site is the larger cricket field to the north and the football pitch on the south side. The cricket club completed the building of their new electronic score-box and store and the old score-box has been converted to a multi-purpose catering facility with assistance from a grant from the E.C.B. The cricket club will use this as part of their weekly training sessions as well as being available for use by the Trust.

Close liaison is maintained with the sports clubs that use the facility.

St Erme Football Club continued to play regularly and other local clubs such as Truro Youth FC and Truro Grasshoppers have played here. A football initiative for reception age children – Trispen Tigers, is focussing on children in the village.

The cricket club now runs 3 teams and is in the top league division and runs weekly training sessions for children and young people.

Regular hall hire has stabilised over the year, with users including fitness organisations, parts of the NHS, Blood Donors and community groups and organisations carrying out regular training sessions. There were bookings for private parties and events.

We continue to allow discounts for local and charitable bodies. The Centre is used for Parish Council Meetings and the Cornwall Councillor's regular surgeries as well as public consultation events. The Centre is the venue for the St Erme Fun Day which took place in July.

The bar was open at weekends and there were a few entertainment events – a well attended concert and a Halloween Night although less than in past years as we have needed to review costs and attendance.

Bingo was well supported throughout the year and a good selection of prizes were available for the pre Christmas bingo. There was an Easter egg hunt, the annual car treasure hunt and quiz and a Bluebell walk at a local farm which the Trust joined in. A new event this last year was the Scarecrow competition which raised funds for the Christmas Lights. There was a making night and the items were set up all over the village following a good response and this may be repeated.

All of the above were part of our commitment to community benefit.

The childrens' play park at Trench Creek Park is maintained by the Trust.

The Trustees have continued to review operations and finance because of the changing economic climate.

In the longer term we would still like to add an indoor sports hall, additional changing rooms and the possibility of acquiring further land for a 3G pitch but in the light of increasing costs and changing conditions, this is still deferred for the time being. The need for installation electric vehicle charging points that are available to all has been considered but no action is considered appropriate at present because of the costs.

During the year, some of our policies were reviewed and some renewal of our training for Trustees took place.

Safeguarding was always on the agenda and remains a constant consideration.

### **Achievements and performance**

It is good to see the regular hall hire and the way that the income has supported our operations. The 10% increase in hire fees, to help cover the energy costs rises in recent years has helped and a similar uplift will be seen in April 2024

The need to support others in the village is still in focus and the hosting of the Community Larder continues.

### **Financial report, year to 31.3.2024**

#### **Income:**

The largest income contribution, as in previous years, has been the hire of our hall. Bookings have been strong and the income increased to £40827 (£37076 in the year 2022/2023). We still benefit from our position in Mid-Cornwall, our modern building and competitive pricing. Our pricing was reviewed in early 2023 and an increase introduced to keep up with the higher energy costs. Special rates are still offered to charity events and local residents as well as the sports clubs that use the facility.

Fund-raising has also made a good contribution with a net figure of some £5275.

The Fireworks Night was a major part of this.

The restricted donations were for the Community Larder - £1225

The grants were: £2946 for Trencreek Park Childrens' Play park, £3456 for the Fun Day store and £556 for the Christmas Lights 2023 Fund.

There was no contribution by Gift-aided profits from St Erme Playing Fields Ltd this year (£12194 in 2022/23). Although a profit of some £5k was seen there was a need to deal with a VAT position.

#### **Outgoings:**

Utilities, mostly made up of the electricity costs - £18479, look lower than last year when there was a large amount carried forward from 2021/22 because of late billing by the previous supplier. The costs have been closely monitored on a monthly basis and have been stable. A fixed rate



was obtained 2 years ago, just as all energy costs spiralled and this is up for renewal in April 2024, when it is hoped to get a lower fixed rate. There have also been some extra capital costs following the decision to upgrade the old cricket score box to an extra catering facility, in partnership with the Cricket Club who obtained grants to help with is. There were , however, extra costs that evolved during the project. The Trust will be able to use this facility to generate income. Grants were received to cover maintenance at the Trench Creek Park Childrens' Play Park and the purchase of a new store for the Fun Day Committee and in this case a further £671 is due.

### **Wages and salaries:**

The Trust received advice from its accountants that in late 2022, the salaries for all those involved in the catering and administration side, carried out by St Erme Playing Fields Limited, should be paid initially by the Trust and then invoiced back to the Ltd company. All the contracts were moved to the Trust. At the end of the year, there were 2 permanent employees, (1 full -time and 1 part-time), 10 employees in all, with the remainder being on zero hours contracts and work only when needed. The overall effect is that no trustees were paid out of trust funds. The net result is that there is a net cost to the Trust of some £22000 in this year. In the past this had always been covered by an invoice for administration, last seen in 2021/22 - £6884.

The entries have been shown separately for this year.

### **Summary.**

The deficit for the year is £11867 on unrestricted funds, can be explained by the change in the salaries position and the extra costs of some building improvements. Further increases in hire charges have been agreed and there will be strong management of the energy review, aiming for a reduction. It is expected that a gift-aided profit will also be received from the Ltd Company as activity has been similar to last year.

R. Trethewey

Chairman. 13 /05 /2024

R. Trethewey



## Receipts and payments accounts

CC16a

For the period  
from

01/04/2023

To

31/03/2024

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Hire of Hall	40,827	-	-	40,827	37,076
Fundraising	7,750	-	-	7,750	9,545
Donations	54	1,557	-	1,611	2,169
Gift-aided Income - St Erme PF Ltd	-	-	-	-	12,194
Grants	3,456	3,502	-	6,958	13,368
Other Income	406	-	-	406	225
Interest	545	199	-	744	170
Cost Recovery	72	-	-	72	6,288
Millenium Club	-	1,240	-	1,240	1,668
Events catering	3,181	-	-	3,181	718
Wages Recovery - Ltd Co	30,977	-	-	30,977	-
<b>Sub total (Gross income for AR)</b>	<b>87,268</b>	<b>6,498</b>	<b>-</b>	<b>93,766</b>	<b>83,421</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>87,268</b>	<b>6,498</b>	<b>-</b>	<b>93,766</b>	<b>83,421</b>
<b>A3 Payments</b>					
Equipment	705	-	-	705	1,497
Millenium Club Payments	-	1,265	-	1,265	745
Utilities	19,498	-	-	19,498	27,252
Insurances and Licences	5,078	-	-	5,078	6,308
Maintenance	6,506	3,146	-	9,652	10,842
Fundraising	3,178	-	-	3,178	5,355
Entertainment Events	-	-	-	-	1,980
Cleaning	867	-	-	867	740
Other Expenses	-	-	-	-	1,103
Defibrillator Maintenance	228	-	-	228	228
Professional Fees	150	-	-	150	1,036
New Score-Box costs	-	-	-	-	2,066
Youth Work Grant payments	90	-	-	90	-
Community Larder	-	4,299	-	4,299	8,064
Staff wages and PAYE	52,994	-	-	52,994	17,284
New Equipment - Trencreek Park	-	-	-	-	10,310
Donation - Cricket Club	-	-	-	-	1,173
Bank Charges	117	5	-	122	-
PAYE Admin Costs	892	-	-	892	-
Improvements - Old score Box	3,437	-	-	3,437	-
Costs - New Fun Day Store	4,147	-	-	4,147	-
Advertising	160	-	-	160	-
Other Costs	19	-	-	19	-
Christmas Lights - 2023	-	567	-	567	-
Events Catering Costs	1,069	-	-	1,069	-
<b>Sub total</b>	<b>99,135</b>	<b>9,282</b>	<b>-</b>	<b>108,417</b>	<b>95,983</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>99,135</b>	<b>9,282</b>	<b>-</b>	<b>108,417</b>	<b>95,983</b>
<b>Net of receipts/(payments)</b>	<b>- 11,867</b>	<b>- 2,784</b>	<b>-</b>	<b>- 14,651</b>	<b>- 12,562</b>
<b>A5 Transfers between funds</b>	<b>298</b>	<b>- 298</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>45,140</b>	<b>15,991</b>	<b>-</b>	<b>61,131</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>33,571</b>	<b>12,909</b>	<b>-</b>	<b>46,480</b>	<b>- 12,562</b>



## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current Account	2,783	6,008	-
	Community Larder	-	4,271	-
	Millenium Fund	4,106	1,955	-
	Reserves	26,582	675	-
	Petty Cash	100	-	-
	<b>Total cash funds</b>	<b>33,571</b>	<b>12,909</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
R. Trethewey	ROB TRETHEWEY	13-5-24





CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees

St Erme Playing Field Trust

On accounts for the year  
ended

31 March 2024

Charity no  
(if any)

1101129

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2023.

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:

Date:

15 July 2024

Name:

Lucy Thomas

Relevant professional  
qualification(s) or body

FCCA MAAT



(if any):

Address:

Linggard and Thomas Ltd

Kew an Lergh, Stret Myghtern Arthur, Nansledan, Cornwall, TR8 4UX

## 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.