



DEREK FLANNERY
PLAYING FIELD
ASSOCIATION

Derek Flannery Playing Field Association
(A company limited by guarantee)

**Report and Financial Statements
For the year ended
30 September 2020**

Charity Number **1138170**
Company Number **7275472**

Derek Flannery Playing Field Association (DFPFA)
(A company limited by guarantee)

Report and Financial Statements
For the year ended 30 September 2020

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Derek Flannery Playing Field Association (DFPFA)
Report and Financial Statements
For the year ended 30 September 2020

The DFPFA Committee presents its report and financial statements for the year ended 30 September 2020

Reference and administrative information

Charity Name	Derek Flannery Playing Field Association
Charity registration number	1138170
Company registration number	7275472
Registered Office and operational address	John Pygram Pavilion Wethersfield Playing Field Hedingham Road Wethersfield Nr. Braintree Essex, CM7 4EQ United Kingdom

Management Committee

Mr D Pitt	Chairman
Mr P Hubbard	Treasurer
Mr P Pates	Secretary
Mr B Pearce	
Mr D. Nightingale	Booking Secretary
Mr. D. Curtis	
Mrs J Hubbard	
Mr W. Norman	
Mrs H Freeman	
Mr T Williams	
Mr K Speed	
Miss T Jackson Lake	



Members of the company

Mr D Pitt	Company Secretary
Mr W. Norman *	
Mr P Pates *	
Mr D. Nightingale	
Mr P Hubbard *	
Treasurer	

* Directors of the Company

Bankers

Barclays Bank plc	Braintree Branch, No 1 Bank Street, Braintree, Essex CM7 7UQ
Virgin Money plc	Jubilee House, Gosforth, Newcastle upon Tyne NE3 4PL

Our aims and objectives

Our charity's purposes as set out in the objects contained in the company's memorandum of association are to:

provide, manage and maintain facilities and open space at the Wethersfield Playing Field for the benefit of all age groups of the local community but in particular for young people

The aims of our charity are to add value to the community's overall efforts to enhance and encourage greater cohesion in a rural settlement which has seen a gradual erosion of traditional community services and which as a consequence is constantly at risk of social isolation.

Ensuring our work delivers our aims

We review our aims, objectives and activities on a regular basis through our committee meetings which are held on a quarterly schedule. These meetings allow us to evaluate feedback from the community on their experiences with the facilities that we provide and subsequently to plan actions and further development on an iterative basis going forward.

To further ensure that we remain sensitive to the needs of the whole community spectrum we seek proactively to expand our trustee membership where the appointment of such significantly enhances community representation.

The focus of our work

This past 12 months has seen all normal practices halt due to Covid 19. The early part of the year continued in the previous years vein with bookings and outdoor leisure use maintaining a steady flow, however, like a light switch and the need to follow government guidelines we closed the facilities down and moth balled them. All outdoor activities were stopped along with the use of the play equipment. Our aim was to assist the community in preventing the spread of this disease. There was no further interactions made other than for welfare with the committee. Our strategies and aims were laid out and remained unchanged however they were not implemented.

Our strategies for the period can be summarised as follows:

- Maintaining a healthy working relationship with the Wethersfield Pre-School team to ensure that as the principal and most regular users of the pavilion their operation continues to provide this essential service to the community.
- Ensuring that the normal services available to all users of the facility were kept to a consistent level.
- Continuing to monitor the basic performance of the facility in relation to energy efficiency, water supply and drainage.
- Continuing to promote the facility with a view to increasing regular user and user group numbers.
- Actively seeking youth organisations to use the facilities.
- Overseeing new developments which have added greater value not only to the Pavilion's green energy systems but also to the recreational opportunities on the playing field
- Making concerted efforts to improve the overall quality of playing field grass and to renovate the playing field boundary fencing.
- Responding promptly and effectively to the unforeseen development of issues involving third parties.
- When receiving feedback from the public, ensuring we take it forward and learn from it to improve.

How our activities deliver public benefit

Our main activities within the community are described below.

The following clubs and users of the facilities stopped with immediate effect and followed government guidelines.

Wethersfield Pre-School.

Yoga Club.

Football.

Cricket

Tennis Club.

Wethersfield Church of England School

History Club

Petanque group

Afternoon tea

Private function

Karate Club

Fitness Groups,

Gravity Outdoor Fitness.

Vix Fitness

Financial Review

Principle funding sources

Our main sources of funding during the reporting period fall into the following categories:

- Regular grant funding – Essex County Council supports the local Parish School's use of the playing field for their outdoor activities
- Rental and hire fees - received in exchange for the use of the community facilities on the playing field to hold specific events on a regular and/or ad hoc basis.
- Fund raising activities – DFPFA organised initiatives, sometimes in collaboration with other groups, specifically to raise funds to support the ongoing maintenance, management and operation of the facilities at the playing field. The annual festival weekend is a typical example of this type of activity.

Reserves policy

Our policy is to ensure that income generated from both regular activities and private hire of the facilities not only cover the day to day costs of running the facilities, but provide sufficient additional funds to cover predicted long term maintenance costs. We are careful to ensure that any new projects, however desirable, are not

commenced until specific funding is in place (whether by our own fundraising events and/or grant aided). We accept that from time to time unforeseen events may require significant expenditure which may impact upon the long term reserve.

Plan for future periods

The Charity plans to continue its activities along the lines described above. The focus will be on building up the number and range of users of the Pavilion and playing field. Recent experience has shown that a policy of collaboration with other community organisations has a mutual benefit and in following such a policy we can realistically aspire to being part of a joined up community in contributing towards Wethersfield's social and cultural tapestry.

Structure, Governance and Management

Structure

The organisation manages the playing field and the facilities on it under a lease arrangement with the Fitch's and Mott's Educational Foundation. The lease has recently been renewed for a further 125 years against a 'peppercorn' rent.

Governing document

The organisation is a charitable company limited by guarantee, incorporated on 6 June 2010 and re-registered as a Charity on 27 September 2010. The company was established under a Memorandum of Association which established the objects and the powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up the members are required to contribute an amount not exceeding £10.

Recruitment and appointment of Directors

All the charity's trustees are also referred to as members of the management committee. A number of the management committee are also members of the registered company from which the Directors of the company can be appointed. At every Annual General Meeting and under the requirements of the Memorandum and Articles of Association, one third of the number of the Directors must retire under an agreement of retirement by rotation.

All Directors give their time voluntarily and receive no benefits from the charity.

The management committee has maintained its number of members, This helps massively towards assistance to events held and general tasks required on a regular basis to maintain the facility.

Trustee induction and training

Most trustees are already familiar with the workings of the charity having been involved at some stage as an occasional helper with an activity. The Induction of an individual as a trustee of the charity follows a procedure during a committee meeting where a proposal by one or more of the existing committee members is voted on by all trustees in attendance.

Risk management

The management committee has conducted a review of risks to which the charity may be exposed in light of the heightened responsibility the installation of the new facility on the playing field has incurred. Where appropriate systems and procedures have been established to mitigate any risks the charity faces.

Procedures are in place to ensure compliance with health and safety of trustees and other volunteers, clients and visitors to the facility and the playing field.

All procedures are periodically reviewed to ensure they continue to meet the needs of the charity.

Organisational structure

The DFPFA's Management Committee comprises its trustees for the purposes of charity law. The Committee meet for quarterly committee meetings. This allows for progress reports and also tasking's to be achieved and or changed due to the time frames placed upon them. The Management Committee also meets on an ad hoc basis as and when a situation demands discussion and resolution.

The trustees (also referred to as members of the Management Committee) come from a variety of professional and non-professional backgrounds all of which have a relevance to the work of the charity.

Administrative and financial duties are the responsibility of the Chairman and other named officers. Other trustees are delegated specific roles involving site management, building security and facility booking.

The Charity does not employ any staff and all trustees carry out the duties of the charity on a strictly voluntary basis.

Related parties

In so far as it is complimentary to the charity's objects, the charity is guided by national and local policy. There are collaborations with other entities within the community which include the Parish Council, the Village Hall and Social Club, the primary school and the church association.

Responsibilities of the Management Committee


In line with Company law the Management Committee prepares financial statements for each financial year ending 30 September which give a true and fair view of the state of affairs of the company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure.

In preparing those financial statements the Management Committee follows best practice and:

- selects suitable accounting policies and applies them consistently;
- makes judgements and estimates that are reasonable and prudent; and
- prepares the financial statements on the going concern basis unless it is not appropriate to assume that the company will continue on that basis.

The Management Committee maintains proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and which ensure that the financial statements comply with the Companies Act 2006. The Management Committee is also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Directors of the company on 6th May 2021 and signed on its behalf
by:


Mr. D Pitt

Company Secretary and Director
Derek Flannery Playing Field Association

DEREK FLANNERY PLAYING FIELD ASSOCIATION

(A company limited by guarantee)

Statement of Financial Activities (including Income and Expenditure Account) for the year ended 30 September 2020

		Year ended 30 September 2020			2019
		Unrestricted Funds			
		General	Capital	Total	Total
	Notes	fund	expenditure		
		£	fund	£	£
Income from:					
<i>Donations and legacies</i>					
Donations	4	7,800	-	7,800	-
<i>Charitable activities</i>					
Lettings - main users		5,001	-	5,001	10,098
Tennis court		1,080	-	1,080	996
Grants for use of the charity's resources	5	350	-	350	850
<i>Other activities</i>					
Fund raising events		701	-	701	2,682
Hirings	6	903	-	903	1,482
<i>Investments</i>		0	300	300	424
<i>Other income</i>	7	1,767	-	1,767	1,748
		<u>17,602</u>	<u>300</u>	<u>17,902</u>	<u>18,280</u>
Expenditure on:					
<i>Other activities</i>					
Fund raising events		712	-	712	712
Hirings		-	-	-	18
<i>Charitable activities</i>					
Donations		106	-	106	54
Tennis court		214	-	214	154
Pavilion maintenance and expenses		2,243	-	2,243	2,307
Grass cutting and field maintenance		1,275	-	1,275	1,203
Cost and repair of equipment and other facilities		95	-	95	95
Depreciation of property, plant and equipment		-	7,729	7,729	7,577
Insurance		1,730	-	1,730	1,415
Utilities		1,915	-	1,915	1,954
<i>Other expenditure</i>	8	83	-	83	105
		<u>8,373</u>	<u>7,729</u>	<u>16,102</u>	<u>15,594</u>
Net income (expenditure) for the period		9,229	-	7,429	1,800
Transfers between funds		-	1,146	-	-
Net movement in funds		8,083	-	6,283	1,800
Total funds brought forward		5,450	472,221	477,671	474,985
Total funds carried forward		13,533	465,938	479,471	477,671

The Statement of Financial Activities includes all gains and losses in the year.

DEREK FLANNERY PLAYING FIELD ASSOCIATION
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Balance sheet as at 30 September 2020

		2020	2020	2019	2019
	Notes	£	£	£	£
Fixed assets					
Tangible assets	10		431,230		438,125
Current assets					
Debtors	11	1,560		1,960	
Cash at bank and in hand		47,478		38,573	
		49,038		40,533	
Liabilities					
Creditors: amounts falling due within one year	12	797		987	
Net current assets			48,241		39,546
Total net assets			479,471		477,671

The funds of the Charity

Unrestricted funds

General fund	13	13,533		5,450	
Capital expenditure fund	13	465,938		472,221	
Total Charity funds		479,471		477,671	

Audit exemption statement

For the year ended 30 September 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities

The members have not required the company to obtain an audit of its accounts for the year ended 30 September 2020 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the special provisions applicable to companies subject to the small companies regime.

These accounts were approved by the management committee on 16 June 2021 and signed on its behalf by:


Darren Pitt, Director

DEREK FLANNERY PLAYING FIELD ASSOCIATION
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Notes forming part of the financial statements for the year ended 30 September 2020

1 Basis of preparation

The Derek Flannery Playing Field Association is a private company limited by guarantee, a registered charity, and a public benefit entity. The purpose of the charity is to provide, manage and maintain facilities and open space at the Wethersfield Playing Field for the benefit of all age groups of the local community, but particularly for young people. Its registered office is located at:
John Pygram Pavilion, Wethersfield Playing Field, Hedingham Road, Wethersfield, Braintree, Essex, CM7 4EQ.

The financial statements have been prepared under the historical cost convention, and in accordance with the Companies Act 2006; the Charities SORP (FRS 102) issued in July 2014, as updated by Update Bulletin 1, issued in February 2016 and Update Bulletin 2, issued in October 2018; and Section 1A of FRS 102, *The Financial Reporting Standard applicable* in the UK and Republic of Ireland, as issued by Financial Reporting Council in March 2018.

The financial statements are presented in Pound Sterling ("GBP"), which is the charity's functional currency.

Unrestricted funds are expendable at the discretion of the trustees in furtherance of the general objectives of the Charity. The charity's unrestricted funds comprise two separate funds, one for amounts set aside for the acquisition, repair and renewal of fixed assets and the other for the general activities of the Charity.

The Trustees and Directors have not identified any material uncertainties that cast significant doubt about the ability of the Charity to continue as a going concern.

2 Use of judgments and estimates

In preparing these financial statements, the Trustees and Directors have made judgments, estimates and assumptions that affect the application of the charity's accounting policies and the reported amounts of assets, liabilities, income and expenditure. Actual results may differ from these estimates. Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to estimates are recognised prospectively.

The most critical judgments and estimates made by the Trustees and Directors concern the estimated useful lives of the charity's fixed assets; assessing whether there is any indication that the recoverable amount of a fixed asset is below its net book value, and if so, determining its recoverable amount.

3 Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently to all periods presented in these financial statements.

(a) Income

Voluntary income received by way of grants and donations is included in full in the Statement of Financial Activities when there is evidence of entitlement to the gift, receipt is probable, and its amount can be measured reliably.

Income for letting and hiring charity resources is recognised when the related services are provided.

Grants for the use of the charity's resources are recognised when received, or when receivable, if earlier, if it is virtually certain that they will be received.

Income from other activities includes income from fund raising events and is recognised when receivable.

Interest income represents interest earned on bank deposits and is recognised as it is earned.

(b) Expenditure

Expenditure is recognised on the accruals basis when and to the extent that a liability is incurred. A liability and related expenditure is recognised when a present legal or constructive obligation exists as a result of a past event, it is more likely than not that a transfer of economic benefits will be required in settlement, and the amount can be measured, or estimated, reliably.

DEREK FLANNERY PLAYING FIELD ASSOCIATION

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Notes forming part of the financial statements for the year to 30 September 2020 (continued)**4 Donations and legacies**

	Year to 30 September 2020 £	Year to 30 September 2019 £
Wethersfield Parish Council - annual grant	2,800	-
Wethersfield Parish Council - new play equipment	5,000	-
	<u>7,800</u>	<u>-</u>

5 Grants for use of the charity's resources

	Year to 30 September 2020 £	Year to 30 September 2019 £
Essex County Council	350	850
	<u>350</u>	<u>850</u>

6 Hirings

	Year to 30 September 2020 £	Year to 30 September 2019 £
Bouncy castle	-	150
Other hirings	903	1,332
	<u>903</u>	<u>1,482</u>

7 Other income

	Year to 30 September 2020 £	Year to 30 September 2019 £
Feed-in tariff income	1,767	1,748
	<u>1,767</u>	<u>1,748</u>

8 Other expenditure

	Year to 30 September 2020 £	Year to 30 September 2019 £
Administration and other sundry items	13	35
Ground rent for lease of playing field	50	50
Essex Playing Fields Association - membership fees	20	20
	<u>83</u>	<u>105</u>

9 Related party transactions

No trustee had any personal interest in any contract or transaction entered into by the Charity during the period ended 30 September 2020 (2019: nil) other than as members of local community clubs and society's which are users of the charity's resources.

DEREK FLANNERY PLAYING FIELD ASSOCIATION

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Notes forming part of the financial statements for the year to 30 September 2020 (continued)

13 Unrestricted funds

Unrestricted funds comprise two separate funds, the capital expenditure fund and the general fund.

The net assets of these funds are as follows:

	General fund £	Capital expenditure fund £	Total funds £
At 31 September 2020			
Tangible fixed assets	-	431,230	431,230
Debtors	1,510	50	1,560
Cash at bank and in hand	12,820	34,658	47,478
Creditors: amounts falling due within one year	- 797	-	- 797
	<u>13,533</u>	<u>465,938</u>	<u>479,471</u>
At 31 September 2019			
Tangible fixed assets	-	438,125	438,125
Debtors	1,960	-	1,960
Cash at bank and in hand	4,477	34,096	38,573
Creditors: amounts falling due within one year	- 987	-	- 987
	<u>5,450</u>	<u>472,221</u>	<u>477,671</u>

The capital expenditure fund includes the Charity's significant tangible fixed assets and amounts transferred from the general fund for the acquisition and repair and renewal of significant fixed assets. The general fund is used for all other purposes. The Charity does not have any restricted or endowment funds.

14 Contingent liabilities

In order to secure a major part of the funding for its main asset, the John Pygram Pavilion, the charity entered into a capital building works project with Essex County Council on 28 May 2010. The charity was awarded an 'Every Child Matters Grant' by the Essex Early Years Development and Childcare Partnership on the basis that the new pavilion would use its reasonable endeavours to ensure that the property is used for early years development and childcare for not less than 25 years from this date. In the event that early years development and childcare is no longer provided during this period the contract enables Essex County Council to exercise a clawback of the grant. However, Essex County Council may seek a waiver from the Department of Children, Schools and Families (which funded the grant) if the charity has used all reasonable endeavours to secure an alternative childcare provider.

Independent Examiner's Report to the trustees/members of the Derek Flannery Playing Field Association

I report on my examination of the accounts of the company for the year ended 30 September 2020 set out on pages 1 to 7.

Respective responsibilities of trustees and examiner

The trustees (including the directors of the company for the purposes of company law) are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act'). The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ('the Charities Act') and have requested that an independent examination is performed.

Having satisfied myself that the Charity is not subject to audit under Part 16 of the 2006 Act, when performing an independent examination, it is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145 (5)(b) of the Charities Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept as required by section 386 of the 2006 Act; or
- the accounts do not accord with those accounting records; or
- the accounts do not comply with the accounting requirements of section 396 of the 2006 Act, 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; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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.

David Holliday ACA
Plumb Cottage
High Street
Wethersfield
Essex
CM7 4BZ

16 June 2021