

FRIENDS OF PAGE PARK
REPORT OF THE TRUSTEES FOR FINANCIAL YEAR
ENDING 31 MARCH 2022

Charity Number 1158230

Status

Friends of Page Park was registered as a Charitable Incorporated Organisation on 13 August 2014 with charity number 1158230

Members of the Board of Trustees

The trustees who served during the period were as follows:

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Lorna Marie Carter-Stevens	Chair		
2	Stephanie Purser	Vice Chair		
3	Janice Green	Finance		
4	Paul Graham	Website		
5	William Lee	Social media		
6	Rachael Ruane	Policies		
7	Janet Biggin	n/a		
8	Colin Bracey	n/a		
9	James Hastings	Secretary	Resigned in October 2021	
10	Tom Beard	n/a		

Independent examiner

Lloydbottoms Limited Registered in England and Wales No: 06433276 Registered Office: 118 High Street Staple Hill Bristol BS16 5HH

Bankers

Lloyds Bank plc

The Trustees have pleasure in presenting its report of the Charitable Incorporated Organisation (CIO) for the period ended 31 March 2022.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Appointment of trustees

Apart from the first charity trustees, every appointed trustee must be appointed, by a resolution passed at a properly convened meeting of the CIO.

In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

OBJECTIVES AND ACTIVITIES

Charitable purposes

The objects of the CIO are

A) to assist with the preservation, restoration, maintenance and improvement of Page Park for the benefit of the public; and B) To promote the benefit of the residents of Staple Hill, South Gloucestershire and the surrounding areas by associating with South Gloucestershire Council and inhabitants in a common effort to provide and improve facilities at Page Park in the interests of social welfare for recreation, sport, education and leisure time activities with the objects of improving their conditions of life.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities. At a general meeting of the CIO in October 2021, it has been agreed in principle to expand the objects as follows (the text of which has been approved by the Charity Commission) and this change is to be formally adopted and registered with the Charity Commission:

"C) TO PROMOTE HORTICULTURE AND FLORICULTURE FOR THE BENEFIT OF THE PUBLIC GENERALLY AND IN PARTICULAR THOSE WHO LIVE NEAR TO OR VISIT PAGE PARK AND THE SURROUNDING AREA OF STAPLE HILL BY THE PROVISION OF FLORAL DISPLAYS, SHRUBS, TREES AND LANDSCAPES IN PLACES VISIBLE TO THE PUBLIC IN AND AROUND PAGE PARK AND STAPLE HILL FOR IMPROVEMENT OF THE ENVIRONMENT"

Following the success of our growing area in the park, which is being used to grow bedding plants, among other things, this change will allow us to extend our work beyond the boundaries of the park itself to help improve the local high street at Staple Hill.

Review of activities

Chairman's report

All members of the Friends of Page Park are volunteers and we encourage both regular and occasional volunteers to spare time towards helping with the upkeep and improvement of the park.

The financial year 2021/2022 has continued to be a challenging period for group volunteering because of the Covid pandemic though many of our regular outdoor volunteering activities were able to take place with social distancing measures in place.

Our volunteers have continued to support the parks team during this period with litter picking and arranging appropriate signage, as the visitor numbers in the park have remained high, bolstered by the café being able to reopen fully and the return of regular sporting and musical events.

The park is the holder Green Flag status (see <https://www.greenflagaward.org/how-it-works/judging-criteria/>) and a flagpole advertising this proud fact is now visible at the front of the park. Some details of this award appear on the website here: <https://www.greenflagaward.org/park-summary/?park=3494>.

Our Facebook page (<https://www.facebook.com/FriendsofPagePark/>) goes from strength to strength and is the primary way we share information about the park and the group's activities. We currently have c. 4,600 people following us (up from 4,200 last year) and our page was visited over 10,000 times, with our "page reach" being 72,800.

Our website (<http://www.friendsofpagepark.co.uk/>) continues to store detailed information about our projects and activities as well as galleries of pictures showcasing completed projects and the marvellous events which have taken place in the park. We have a comments section and pride ourselves in listening to feedback and responding wherever possible to those who take the time to get in touch with us. Our website also includes a detailed section on leaving a legacy to The Friends of Page Park. Gifts in wills have a huge impact on our fundraising as a small charity and we are very grateful when people consider including us in your plans. If you have remembered The Friends of Page Park in your will, are planning to leave a gift or would like to find out more about how a gift in your will could help Page Park flourish, we would be delighted to hear from you via our website. Knowing your intentions can help us to plan for the future, but also gives us the opportunity to update you about important developments and, most importantly, thank you for your generosity.

2020 marked the end of the Heritage Lottery Project and this financial year much work has gone into the final celebration event to mark this occasion (which took place in June 2022).

We would like to thank all our members and all those who have either donated to us or given volunteering help as well as everyone else involved with the park at South Gloucestershire Council as the public's pride and enjoyment of the park continues to grow and the park becomes increasingly well known beyond the immediate local vicinity and has become a "destination park" for families in the wider Bristol area.

Participating Organisations

South Gloucestershire Council
South Gloucestershire CVS
Staple Hill Runners
Avon & Somerset Police

Staple Hill, Mangotsfield and Downend Residents
Staple Hill & Mangotsfield Ward Councillors
Downend Councillors

Finance

For this financial year, our receipts were approximately £8,475 more than our expenses (£2,985 of this figure was on account of the Queen's Platinum Jubilee celebrations held in June 2022). Whilst we have minimal recurring costs (website, insurance and accountancy fees), our income does vary from year to year depending upon fundraising success and the projects with which we are involved. As we have remained limited during this year in what activities we have been able to undertake, we have adequate funds coming into the next financial period to undertake identified projects.

Policies and Procedures

Rachael Ruane, our policies and procedures lead, attended safeguarding training organised by South Gloucestershire Council and presented to the general meeting on our responsibilities as member of the CIO to young people and vulnerable adults. The policies and procedures of the CIO have been updated and approved by the CIO in October 2021 and will be reviewed periodically.

Volunteers

We have a reliable long-standing group of volunteers who participate in the activities of the CIO including our Green Dog Walkers, who encourage the public to pick up mess after their pets, litter-pickers who help supplement the work of the Council's park team and volunteers who tend weekly (when permitted) to the Sensory Garden. Additionally we have many volunteers who help with one-off events in the park or when promoting our work through the local area. We are always pleased to welcome new volunteers and can help find opportunities to suit the time they have to spare and give to the park.

Projects and main activities

Bandstand

Repairs continued into this year to the bandstand and were completed in May 2021. Mitie was appointed by the Council to carry out the repairs, the Friends having been successful in obtaining a grant from Enover Environmental Trust of which £9,000 was applied towards this project.

The funding allowed for new planting for the four flower beds. The bandstand has hosted a number of concerts since the repairs and painting were completed and park visitors have remarked how wonderful it is for these types of events to have returned to the park.

Ice-cream van

Tony's ice-cream van has been dishing out delicious ice-creams and lollipops in the park for over 10 years. We have been a little concerned about the fumes that were emitted from the van in order to keep the ice-creams frozen, with the generator running. We were successful in helping Tony liaise and agree with the council to provide an electric hook-up in the park, which meant that Tony invested in upgrading his van so there is now no need to worry about such fumes. We believe that this is the first ice-cream selling location in South Gloucestershire to benefit from this provision and we would like to thank the Council and Tony for this fantastic improvement to keeping the air quality in the park as high as possible.

Sensory Garden and other planting

Our fabulous group of sensory garden volunteers, adhering to the covid-safe guidelines whilst these remained in force, have continued to make this very special space look beautiful over this period. The Council only assists with grass cutting and with the trees in the sensory garden and all other gardening upkeep is done by volunteers.

Our volunteers also assisted the parks' team with planting some of the new saplings, which have been planted as part of the ongoing park maintenance plan and learned some new skills as part of this.

With grants from the Woodland Trust, which the Friends obtained, we have taken delivery of some native hedging plants, which have started to be planted along the park boundary of Park Road.

Aviary

We had been very concerned for the welfare of the birds in the aviary, and one of our trustees Tom Beard took the lead in obtaining some expert advice on what improvements would be needed. Via a fundraising appeal for the revamp project we raised £1,800 in total, which was a phenomenal response from local residents and showed just how much pleasure the aviary brings to young and old alike. The aviary has now been renovated with volunteer help to:

- remove the central structure so the birds flight lines will be increased
- improve perching and install a purpose built breeding box
- paint the mesh black to aid visibility
- improve pathways around the aviary
- add climbing plants around the aviary to give seasonal interest

Heritage Lottery Project and park management and maintenance plan

Now that the Heritage Lottery Project money has been spent and the park is looking glorious once more, we have turned our attention back to fundraising for new projects. The major project we are working on is for plans to have additional toilet facilities in the park, which will be open for longer hours than the current toilets (which are tied to the café and only open during the hours the café is open). We continue to be concerned about the lack of toilet provision out of hours in the park and have been liaising with the Council on how to improve this situation given the uptick in visitor numbers to the Park.

Page Park Calendar

We launched our new photographic competition in early 2021 for our charity calendar for 2022. Sales raised over £5,800 for the Friends (with surplus above our costs being £4,000). This was our main fund-raising event with the public over this financial period.

Plant Sales

We were able to hold several plant sales with fantastic donations from our regular growers and raised c.£450 from these sales and hopefully provided some much-needed colour to many gardens.

Summer yoga in the park

Outdoor yoga on Sunday mornings during the summer months was run by the fabulous Pippa, and attracted up to 100 participants each week. The Friends put funding of £460 towards these "Yoga in the Park" sessions together with grant funding received of £260.

Liaising with other organisations/Signposting

We continue to grow our list of members and our vice chair sends out regular updates on what is happening in the park and in the local community. We reached out to our volunteers in relation to the response of various local organisations including the Salvation Army and the Staple Hill Community Hub and also help other friends' groups which are applying for Heritage Lottery or other grant funding to share in our experience. We are an active member of the Community

In Conclusion

The continuing Covid-19 health emergency has renewed our desire as Friends of Page Park to continue to assist where we can with the upkeep and ongoing restoration of this amazing place and, when able, facilitate events for the wider community. We were able to meet in person as a group during this period for our annual general meeting and further meetings in early 2022, and have continued to reach out regularly to members on email and to the wider public via Facebook and our website.

Reserves policy

No specific reserves are held. The trustees consider that we have minimal ongoing commitments (these are limited to payments for services of our accountant, our public liability insurance and our website) and we only spend monies we have been able to raise.

Organisational structure

The charity is run by the Trustees who are in contact on a regular basis. Powers are delegated to volunteers as and when appropriate.

Responsibilities of the Trustees

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

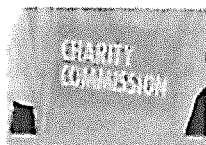
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the annual general meeting on 17 November 2022



Trustee



Charity Name Friends of Page Park	No (if any) 1158230
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Receipts and payments accounts

CC16a

For the period from	Period start date 01/04/2021	To	Period end date 31/03/2022
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Bank Interest	2	-	-	2	1
Donations & Collections	1,624	-	-	1,624	5,811
Walkers	151	-	-	151	-
Xmas on the Hill	-	-	-	-	-
Defib	-	-	-	-	-
Plant Sales	1,020	-	-	1,020	548
Yoga	-	260	-	260	-
Enovert Funding (bandstand)	9,055	-	-	9,055	-
General Fundraising	-	-	-	-	-
Event Funding	2,985	-	-	2,985	1,300
General exps reimbursed	-	-	-	-	20
Calendar Project '20	-	-	-	-	4,223
Calendar Project '21	5,822	-	-	5,822	-
Aviary project '21	-	634	-	634	1,257
Sub total (Gross income for AR)	20,659	894	-	21,553	13,160
A2 Asset and investment sales, (see table).					
Sub total	-	-	-	-	-
Total receipts	20,659	894	-	21,553	13,160
A3 Payments					
Plants/Park Upkeep	628	-	-	628	808
Website	-	-	-	-	173
Bench Fund	-	-	-	-	-
Insurance	158	-	-	158	-
Accountants Fee	180	-	-	180	180
Defib Fund	-	-	-	-	-
Sundry & Admin Expenses	272	-	-	272	25
Bandstand and planting	8,950	-	-	8,950	-
Pumpkin Patch	-	-	-	-	-
Events '22	399	-	-	399	-
Yoga in the Park	-	740	-	740	-
Aviary Refurbishment	-	1,427	-	1,427	-
Cont to SGC for rubbish bins & installation	-	-	-	-	4,250
Cont to Enovert for bandstand project	-	-	-	-	1,000
Calendar Project '20	-	-	-	-	4,223
Calendar Project '21	1,596	-	-	1,596	-
Sub total	12,182	2,167	-	14,349	10,659
A4 Asset and investment purchases, (see table)					
Sub total	-	-	-	-	-
Total payments	12,182	2,167	-	14,349	10,659
Net of receipts/(payments)	8,477	1,273	-	7,204	2,501
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	16,237	2,178	-	18,414	15,913
Cash funds this year end	24,713	905	-	25,619	18,414

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	Lloyds 0268	3,895	905	-
	Lloyds 4460	20,818	-	-
	Petty Cash	-	-	-
	Unrepresented Cheque	-	-	-
	Total cash funds	24,713	905	-

(agree balances with receipts and payments account(s))

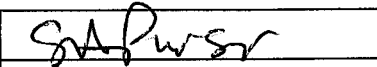

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

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

	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
	S A PURSER	20/9/22
	J. E. GREEN	20/9/22



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Friends of Page Park

On accounts for the year
ended

31 March 2022

Charity no
(if any)

1158230

Set out on pages

CC16a 1 and 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 March 2022 Y.

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 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 (~~other than that disclosed below~~*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:

28/09/2022

Name:

Susan Rickerby

Relevant professional
qualification(s) or body
(if any):

ACA

Address:

118 High Street

Staple Hill

Bristol BS16 5HH

Only complete if the examiner needs to highlight 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.