

Trustees Annual Report & Annual Accounts for 2023

The trustees have pleasure in presenting their report and financial statements of
The Pavilion and Sports Ground CIO for the year ending 31st December 2023

REFERENCE AND ADMINISTRATIVE INFORMATION

Charity Name: The Ogilvie Pavilion and Sports Ground CIO
Thorpe Road, Thorpeness, Suffolk IP16 4FD

Charity No: 1160097

Principal Address - c/o: Eric Atkinson
Logwood
Aldeburgh Road
Aldringham
LEISTON
IP16 4QH

Trustees who served during the year were as follows:

Eric Atkinson	Chair	Pilgrims
Maureen Jones	Treasurer	Parish Council
Sue Atkinson	Until June 2023 AGM	St Andrew's Tea and Toast
Sara Paulley	Minutes Secretary	Elected
Sue Allen	Until July 2023	Social Group
Mark Ballamy	Until July 2023	Heritage Group
Francis Byrne		Cricket Club
Dylan Churchill		Elected
Jane McLoughlin		Croquet Club
Michael Ralph		Rifle Club
Sandra Ralph		Elected
William Seale		Elected
Steve White	Until September 2023	Ukulele Group

The constitution provides for 8 elected trustees, 12 nominated trustees and 3 co-opted trustees

The accounts have been scrutinized by three members of the Charity

TYPE OF GOVERNING BODY

The Charity is governed by all the Trustees elected, co-opted and nominated in accordance with the Constitution.

CONSTITUTION

The charity was established as a Charitable Incorporated Organisation (CIO) in January 2015 to the charities commission standard Foundation Model.

APPOINTMENT OF TRUSTEES

The twelve Trustees are the sole members of the Charity. In the year, four of the Trustees were elected from the local community and eight were nominated by each of the eight supporting user groups.

THE PAVILION AND SPORTS GROUND MANAGEMENT COMMITTEE

The management committee is made up of all the trustees and is responsible for all aspects of managing the facilities. The committee normally meets every six weeks and more often if there is a specific need.

RISK AND INTERNAL CONTROL

The management committee had previously identified the major risks that they believe the charity is exposed to and have taken steps to mitigate them, as follows.

Reduction or loss of users

The charity provides facilities to enable sports and recreation activities to be undertaken by a wide range of users. The committee monitors the use of the facilities to ensure they continue to provide a suitable environment for the users to grow and succeed in their aims and objectives.

If a significant reduction in users did occur the ability of the committee to provide the remaining users with adequate facilities would not be greatly impacted as the running costs could be reduced in line with the reduced use.

Damage to buildings, property and equipment.

The Charity has sufficient building and contents insurance in place to mitigate against permanent loss. The user groups are also required to insure themselves against any loss associated with their activity.

Reduced income

See Reserves Policy

Reduction of Trustees or helpers

If there was to be a reduction in support from volunteers to an unacceptable level then the user groups would have to take on the additional burdens required to maintain the facilities in order for them to continue their activities.

OBJECTIVES AND ACTIVITIES

- (1) To promote for the benefit of the inhabitants of the Parish of Aldringham-cum-Thorpe and all the neighbouring and adjacent parishes without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to provide facilities in the interests of social welfare for recreation and other leisure time occupations with the objects of improving the conditions of life of the said inhabitants.
- (2) To establish or secure the establishment of a Pavilion and Sports Ground and to maintain and manage the same (whether alone or in co-operation with any local authority or person or body) in furtherance of these objectives.

POLICY ON GRANT-MAKING

Grants to enable user groups to start up or improve their offering are considered on a case-by-case basis.

CONTRIBUTION MADE BY VOLUNTEERS

Trustees and regular helpers number around 20. In addition, there is the input by many members of the user groups to facilitate their own activities. Much of this work has a direct benefit to the overall facility. It is difficult to put a monetary value on this input, but the results of our volunteer help can easily be appreciated. Only when a particular skill or qualification is required are additional resources engaged.

ACHIEVEMENTS AND PERFORMANCE

The Pavilion and Sports Ground

In January the proposed car parking area by the entrance was fenced in and made available for use by the community and the following month the front signage for the pavilion was completed.

In February a quantity survey was appointed to the new build project to provide an indicative cost for the proposed new build which has come out at £1.5m which is the upper range of what was considered. In May we held our second Open Day where the final set of plans for the new build were presented before submitting a pre-planning application to East Suffolk Council in June, following a very successful meeting with their lead planner, we received a very favorable response to the pre-app in August. Following this response, the Trustees agreed that the architect should proceed to prepare a full planning application which should include all the supporting information recommended in the pre-app consultation.

A regular newsletter is now being produced to keep people regularly informed as to what is happening at the pavilion, there are also 80 followers on Instagram.

Users and use

Cricket Club: The club is still going strong and is now predominately run by young members, with twelve matches being played.

Work has been undertaken to improve the wicket and outfield and through grants given by the pavilion trustees and local councillors the club was able to purchase a tractor mower, which together with the new gang mower is making a significant difference in the preparation of the ground.

Croquet Club: The club is expanding with the open day being a great success. The club plays six days a week and a boules/petanque area has been created.

Social Group: The monthly quiz remains the main activity of the group who continue to raise money in support of the Pavilion. The group also continue to support many of the other events taking place throughout the year.

Tea & Toast: Did not resume after the pandemic and with the loss of its founding member and main organizer they have decided not to continue as a user group.

Rifle Club: The club is still having some success in the County Leagues with the three teams and individuals doing well. Club competitions have been held in the break between the winter and summer leagues. Maintenance work has been carried out on the building.

Parish Council: Continue to use the Pavilion for their formal Parish Council Meetings as well as all their supporting meetings.

Pilgrims Together: Zoom continues to be used following the pandemic. However, the group is planning to use the Pavilion for their face to face meetings in the coming year.

Thorpeness and Aldringham Heritage Group: Continue to use the Pavilion for events and fundraising activities and are keen to be involved as they consider the Pavilion a significant part of Thorpeness' heritage.

Ukulele Group: Continue to hold their weekly meetings at the Pavilion and contribute to a number of events throughout the year.

Regular events: Including the annual fun run, firework parking and the Classics at the Pavilion were all held this year. The pavilion open day which is to be established as an annual event was held in spring with other regular events and bookings being held throughout the year.. The field has been used by caravan clubs for four weekends during the summer months.

FINANCIAL REVIEW

Reserves policy

The Charity holds a small operating reserve to ensure the continuity of facilities being available should there be a major reduction in income. If necessary it would be possible for the committee to raise the level of charges, which are deliberately held low, either temporarily or permanently.

Designations

There are no ring-fenced deficits.

Investment Policy

The Charity has adopted a low-risk strategy to the investment of its funds and does not hold longer-term investments such as stocks and shares. All funds are held in cash using only mainstream banks and building societies

Main sources of funds

In the period covered by this report the main sources of funding were:

Fees from user groups, although deliberately kept low they were increased by a modest amount in November; hiring the Pavilion and Sports Ground the fees for were also increased in November to cover increased running cost; The bar; fundraising events and parking for the annual Thorpeness fireworks in August. The CIO also received the outstanding money from the Alexander and Margaret Ogilvie Charity that had been held in investment accounts.

How expenditure has supported the objectives

In the period covered by this report, the major expenses continue to be insurance, utility bills, licensing and other fixed operating costs and repairs. Together with costs incurred on work carried out preparing the plans for the new build including architect fees, survey fees and specialist reports.

PLANS FOR THE FUTURE PERIODS

We are working towards submitting a full planning application in January and to hold a third open day in May 2024 where it is hoped we will be able to show a complete set of approved plans. Following the approval of the plans it is intended to continue with the technical details with a submission to East Suffolk Building Control later in the year.

Improvements to the Pavilion and sports ground will continue, making the facilities attractive to more diverse groups of users.

DECLARATION

The trustees declare that they have approved the trustee's report and the accounts as shown in Appendix A

Signed on behalf of the Charities trustees

THE OGILVIE PAVILION AND SPORTS GROUND CIO
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

GENERAL FUND RECEIPTS AND PAYMENTS ACCOUNT

		2023		2022
RECEIPTS				
Hire Of Pavilion	£1,330.00		£945.00	
Hire of Field	£3,530.00		£3,460.00	
User Groups	£1,382.00		£530.00	
Parking	£1,304.70		£1,049.98	
Bar	£1,295.63		£1,014.13	
Fund raising	£412.25		£626.21	
Mag. Ogilvie Trust	£142,614.85		£0.00	
Sundry	£0.00		£245.00	
Interest	£5,558.67		£546.26	
Total		£157,428.10		£8,416.58
EXPENDITURE				
Stationary & Postage	£0.00		£28.80	
Insurance	£1,553.04		£1,373.82	
Licence	£493.80		£604.97	
Electric	£1,433.38		£1,070.45	
Anglia Water	£154.44		£91.20	
Rates	£137.64		£246.64	
Operating Costs	£2,041.51		£119.08	
Sewage/Refuse	£984.40		£720.00	
Maint & Repair	£3,083.39		£22,226.41	
Assets	£290.53		£179.00	
Grants	£1,000.00		£0.00	
New Development	£24,505.87		£1,317.98	
Other/Sundries	£0.00		£7,027.53	
Total		£35,678.00		£35,005.88
SURPLUS FOR YEAR		£121,750.10		-£26,589.30

BALANCE SHEET as of 31st DECEMBER 2023

CURRENT ASSETS				
Cash in Hand	£0.00		£143.25	
Current Account	£328,568.24		£355,634.91	
Building Society	£234,586.41		£85,769.64	
Deposits				
Total		£563,154.65		£441,547.80
BAR ACCOUNT				
Cash in Hand	£270.07		£265.32	
Stock	£293.60		£295.00	
Less CURRENT LIABILITIES				
Total		£563.67		£560.32
Total @ 31st December		£563,718.32		£442,108.12