



# Trustees' Annual Report for the period

Period start date		Period end date	
From	01 May 2020	To	30 April 2021

## Section A Reference and administration details

Charity name	Falcon Meadow Community Trust
Other names charity is known by	FMCT
Registered charity number (if any)	1161688
Charity's principal address	71 Loddon Road
	Bungay
	Suffolk
Postcode	NR35 2RA

### 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	Timothy Child	Chair		FMCT members
2	Allan Myatt	Treasurer		FMCT members
3	Antony Dawes		Resigned 18/11/2020	FMCT members
4	Deirdre Shepherd			FMCT members
5	Katie Utting			FMCT members
6	Dorothy Casey		Appointed 18/11/2020	FMCT members
7	Graham Halliwell		Appointed 18/11/2020	FMCT members
8				
9				
10				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)


## Section B

## Structure, governance and management

### Description of the charity's trusts

Type of governing document

Constitution

How the charity is constituted

Charitable Incorporated Organisation

Trustee selection methods

Appointed by the members or Trustees of Falcon Meadow Community Trust

### Additional governance issues (Optional information)

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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

## Section C

## Objectives and activities

Summary of the objects of the charity set out in its governing document

- 1) *To promote for the benefit of the inhabitants of Bungay and the surrounding area the provision of Falcon Meadow as a place for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants, in particular but not exclusively by:*
  - a. *providing information on the existence, location and benefits of the Meadow*
  - b. *improving access to the Meadow for the benefit of children, young people and adults of all ages and abilities*
- 2) *To promote for the benefit of the public the conservation protection and improvement of the physical and natural environment of Falcon Meadow by:*
  - a. *maintaining the Meadow's boundaries, riverbank and footpaths*
  - b. *working in association with local wildlife trusts and environment agencies to produce a long-term wildlife and habitat management plan that aims to increase native flora and fauna biodiversity throughout the Meadow.*



Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

## **1. Promoting the Meadow as a public facility**

In our sixth year of operation, the Trust continued to promote Falcon Meadow as a place for education, recreation, and other leisure time activities.

While the Covid 19 pandemic restrictions resulted in the cancellation of several planned events, considerable effort went into the organisation of a filmed duck race, without spectators, and a Meadow-based art competition to replace these. The proceeds from the duck race, and some generous donations from private individuals, enabled the Trustees to pay off the final instalments of the £50,000 loans taken out in 2015 to purchase the Meadow.

The Trust also maintained a regular feature in each edition of the Bungay and Harleston Village People magazine to help raise awareness of the Meadow among the local population.

## **2. Developing the Meadow as a space for the community and nature**

The importance of the role the Meadow plays in providing a space for community and nature became increasingly evident during the pandemic, particularly in the height of the government restrictions. Several established and new users of the Meadow commented that visits to the meadow had become a significant part of their daily routine and provided a welcome place of exercise and a sanctuary from the anxieties caused by the pandemic.

The considerable effort to reduce the nettle growth in recent years is now readily apparent with the Meadow showing a far greater mix of wildflowers in the spring and summer months. A variety of plans to build on this are being explored now that the management plan, originally prepared by Norfolk Wildlife Trust, has been reviewed and updated.

Following strong support from an online survey, a decision was taken to extend the footpath across the full length of the meadow to improve accessibility for all. Having sought the necessary planning approvals, a successful application was submitted to the Lottery Community Fund's 'Awards for All' scheme.

During the planning and running of these activities, the Trustees gave regard to the public benefit guidance issued by the Charity Commission.

## **Additional details of objectives and activities (Optional information)**

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

As always, the Trustees wish to note their appreciation of the dedicated support of the many volunteers who have assisted us behind the scenes, both to raise funds and to share the responsibilities for managing the maintenance and administration of the Meadow.



**Summary of the main achievements of the charity during the year**

Our key achievements are summarised below:

**Developing the Meadow as a space for the community and nature**

Aside from providing a readily accessible space and sanctuary for local residents during the height of the pandemic, we continued to maintain the meadow while working within the restrictions. For example, keeping the dyke clear of fallen trees and dangerous branches and replacing the kissing gate. The Trustees are particularly grateful to Graham Halliwell, for his continuous work to maintain the grass footpaths, attempting to re-establish an old pond and organising and overseeing various activities to keep the meadow safe and accessible.

To provide an alternative Covid friendly event, a Meadow themed art competition was organised early in 2021. The event resulted in around forty submissions, with artists using a wide variety of mediums. Many of those entering, noted their limited previous experience and how therapeutically beneficial they had found the challenge during the New Year lockdown period restrictions.

As well as displaying all the entries on our website, the original artwork was displayed in shop window in the town centre for several weeks.

**Publicity**

The 'virtual' Duck Race and the news of our final loan repayments resulted in three appearances on Breakfast BBC Radio Suffolk and with Mark Murphy awarding FMCT a "Making a Difference" certificate for our contribution to the community during the pandemic.

**Fundraising activities**

As mentioned, we received an Awards for All grant of £7,840, which was supplemented with an East Suffolk Community Partnership Grant of £500 to enable us to repair the current footpath (damaged by flooding over the winter months) and to extend it to the Bridge Street Road entrance. A contractor will undertake the work this summer.

Working within the Covid restrictions, our annual Great Bungay Duck Race was administered by a small team of volunteers in the early hours of an unannounced date to ensure there were no spectators present. However, the event was well publicised online and on local media and the sale of duck race tickets raised over £1,100 profit. This was further enhanced with a grant of £912 from the Harris Family Trust, through Suffolk Community Foundation, to cover cutting and bailing costs, and a 'Movement for Good Award' of £1,000 from Ecclesiastical Charities Trust.



## Section E

## Financial review

### Brief statement of the charity's policy on reserves

With the previous loans all now repaid, there are no significant potential liabilities or financial commitments to be met other than normal running costs of the meadow. The most significant of these being insurance and the costs of cutting and bailing. It is worth noting that the Trust does not employ any paid workers.

Therefore, our policy is not to retain reserves above the amount needed to cover 12 months running costs and to use any excess funds generated in the furtherance of our charitable objects without undue delay.

### Details of any funds materially in deficit

### Further financial review details (Optional information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The Trustees would like to thank the following funders for the grants awarded to the Trust this financial year:

- Community Fund - National Lottery Awards for All
- East Suffolk Community Partnership
- Ecclesiastical Charities Trust - Movement for Good Award
- Suffolk Community Foundation – Harris Family Trust

and to express their gratitude to all those who contributed through a personal donation or their participation in a fundraising event.

The income was largely expended on the final loan repayment, insurance, maintenance of the meadow, marketing and event materials, with the exception of the grants received for the extension of the footpath. This work will be undertaken early in the financial year 2021/22.

## Section F


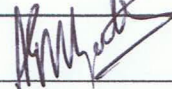
## Other optional information

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Tim Child	Allan Myatt
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	30/11/2021	





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Falcon Meadow Community Trust

1161688

## Receipts and payments accounts

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For the period  
from

Period start date  
01 May 2020

To

Period end date  
30 April 2021

### 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 £
<b>A1 Receipts</b>					
Donations	655	-	-	655	2,663
Business Duck sales	-	-	-	-	1,180
Duck race tickets	1,124	-	-	1,124	2,124
Puddleducks	-	-	-	-	429
Other Duck Race Income	115	-	-	115	1,775
Other fundraising income	274	-	-	274	1,233
Gift Aid income	3	-	-	3	473
Total grants received	-	10,252	-	10,252	530
<b>Sub total (Gross income for AR)</b>	<b>2,171</b>	<b>10,252</b>	<b>-</b>	<b>12,423</b>	<b>10,407</b>
<b>A2 Asset and investment sales, (see table).</b>					
Loans received from external funders	-	-	-	-	-
Other	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>2,171</b>	<b>10,252</b>	<b>-</b>	<b>12,423</b>	<b>10,407</b>
<b>A3 Payments</b>					
Legal fees	-	-	-	-	-
Insurance	531	-	-	531	531
Fundraising event marketing	-	-	-	-	140
Fundraising event materials	90	-	-	90	770
Fundraising event services	70	-	-	70	936
Tools & equipment	-	250	-	250	72
Meadow maintenance	157	840	-	997	485
Meadow materials	15	-	-	15	170
Stock	-	-	-	-	140
Other payments	110	-	-	110	105
<b>Sub total</b>	<b>973</b>	<b>1,090</b>	<b>-</b>	<b>2,063</b>	<b>3,349</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Power Scythe Cutter	-	-	-	-	-
Loans repaid	1,500	-	-	1,500	9,000
<b>Sub total</b>	<b>1,500</b>	<b>-</b>	<b>-</b>	<b>1,500</b>	<b>9,000</b>
<b>Total payments</b>	<b>2,473</b>	<b>1,090</b>	<b>-</b>	<b>3,563</b>	<b>12,349</b>
<b>Net of receipts/(payments)</b>	<b>- 303</b>	<b>9,162</b>	<b>-</b>	<b>8,860</b>	<b>- 1,942</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>1,364</b>	<b>596</b>	<b>-</b>	<b>1,960</b>	<b>3,902</b>
<b>Cash funds this year end</b>	<b>1,062</b>	<b>9,758</b>	<b>-</b>	<b>10,820</b>	<b>1,960</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 £
<b>B1 Cash funds</b>	Cash in bank	1,062	9,758	-
		-	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>1,062</b>	<b>9,758</b>	<b>-</b>
	(agree balances with receipts and payments account(s))			

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Falcon Meadow land		50,000	50,000
	Power Sythe Cutter		2,160	500
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	Tim Child	30/11/21
	Allan Myatt	30/11/21