



**Peterborough Football & Sports
Development Foundation**

NENE VALLEY COMMUNITY & SPORTS COMPLEX

T: 01733 330056

W: www.nenevalleycc.org



Annual Report

2020/21

**Trustees Annual Report
For the Year Ended 31st May 2021
and
Details of the 2021 Annual General Meeting
13th December 2021 6.00pm Via Zoom due to Covid restrictions.**



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Year ended 31 May 2021

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REPORT OF THE TRUSTEES (INCLUDING DIRECTORS' REPORT)

Year ended 31 May 2021

Section One - Reference and Administration Detail

The full name of the charitable organisation is Peterborough Football and Sports Development Foundation (hereinafter referred to as PFSDF)

PFSDF is an Independent Community Organisation and is registered with the Charity Commission for England and Wales under the registration number 1169820. The Company Registration number is 09542978.

Our registered address is:

Nene Valley Community Centre, Candy Street, Peterborough PE2 9RE

PFSDF website: <http://nenevalleycc.org/>

PFSDF e-mail: pfsdf@btconnect.com

PFSDF telephone: 01733 330056

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Clive Wilson	Appointed 27 th November 2017
Paul Clarke	Appointed 7 th November 2016
Darren Fogg	Appointed 3 rd March 2020
Georgie Elsom	Appointed 25 th June 2020
Hedley Mutton	Deceased 4 th June 2020

Executive Committee Managing Trustees and General Members

At the 31st May 2021 the Executive Committee was made up by: -

Trustee Chair/General Member	Clair Albone	Elected at AGM September 2016
Trustee Vice Chair/General Member	Clive Wilson	Elected 7 th November 2016
Trustee/General Member	Paul Clarke	Co-opted 16 th October 2017
General Member	Stuart Sharp	Co-opted 16 th October 2017
General Member	Clair Albone	Co-opted 12 th February 2018
General Member	Joy Franklin	Co-opted 3 rd March 2020
General Member	Georgie Elsom	Co-opted 3 rd March 2020
General Member	Lauren Josey	Co-opted 3 rd March 2020
General Member	Jo Toms	Co-opted 12 th May 2020
General Member	Troy Peters	Co-opted 12 th May 2020
General Member	R Komisarczyk	Co-opted 12 th May 2020
General Member	Jamie Fenton	Co-opted 12 th May 2020
General Member	Guy Newey	Co-opted 25 th August 2020
General Member	Sally Greenhalgh	Co-opted 25 th August 2020
General Member	Paul Greenhalgh	Co-opted 25 th August 2020
General Member	Alan Poulain	Co-opted 18 th June 2019



REPORT OF THE TRUSTEES (INCLUDING DIRECTORS' REPORT)

Year ended 31 May 2021 (Contd.)

Statement of Trustees' Responsibilities

The trustees (who are also directors of PFSDF for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial period which gives a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company 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 judgements and estimates that are reasonable and prudent;
- state whether applicable UK 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 operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are 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.

Section Two - Structure, Governance and Management

PFSDF is governed by a properly agreed and adopted constitution, and is a voluntary organisation, the policy and general management of which is administered by an executive committee of managing trustees.

Section Three – Objectives and Values

Objectives

The PFSDF are to the benefit of the public generally, both in the United Kingdom, and overseas, and in particular, the inhabitants of Peterborough and its surrounding areas.

We aim to promote community participation in healthy recreation by providing facilities (Land, Buildings, Equipment and Organised Sporting Activities) for the playing of association football and other sports capable of improving health.

There is an aim to provide and assist in providing facilities for sport, recreation or other leisure time occupation of such persons who have need for such facilities by reason of their youth age, infirmity or disablement, poverty and economic circumstances or for the public at large, in the interest of social welfare and with the object of improving their conditions of life.

Finally, we aim to advance of the education of children and other persons (including academic, social and physical education) through such charitable means as the Trustees think fit.



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REPORT OF THE TRUSTEES (INCLUDING DIRECTORS' REPORT)

Year ended 31 May 2021 (Contd.)

Values

It is intended that, subject always to the Objects and the best interests of the Charity, the ethos of the Charity will place an emphasis on and include a commitment to the values set out below:

We will support The Football Associations respect programme, recognising that everyone in football has a collective responsibility to create a fair, safe and enjoyable environment in which the game can take place, valuing the contribution of match officials, players and spectators and ensuring that they are treated with courtesy and fairness by opposing players, club officials and spectators, seeking to play fixtures in a fair, competitive but not antagonistic environment. We will also promote inclusivity and eliminating all forms of discrimination.

The charity commits itself, so far as is lawful and consistent with the Objects and the best interests of the Charity, to conduct its affairs in a manner consistent with the Values.

Section Four – Achievements and Performance

Due to COVID -19 we saw the centre closed for four months and due to the Government restrictions minimal usage in most of the remaining year, the impact of COVID-19 on a charity's finances means that they are unlikely to look similar or comparable to previous years. It will take time for the community and hirers to return to pre Covid levels. It is very important for anyone reading the accounts to understand the differences, particularly when considering potential donations or other funding.

The Charity worked with the Government Guideline to open part of the site while protecting the staff, volunteers and local community while delivering the Charity objectives. In May 21 we have started to see the return to normal level of hirers, we have lost some groups but also gained new groups.

We received a grant from Sport England to finish installing Air Conditioning throughout the building, which is energy efficient and provides a better environment for the community groups which hire the centre.

As part of the 3G installation in August 2019, we are required to allocate £8,000 a year into a sinking fund reserve, due to lockdowns and Government hiring restrictions since March 2020 this year we could only contribute £4,665.22, we anticipate that financial year ending May 21 we will reach the required £8,000.

We were unable to host any community event during this year but again hope to resume these events moving forward, we our first planned event Halloween 2021.

Section Five – Financial Review

The attached financial statements (on pages 7 to 15) show the current state of the finances, which the trustees consider to be sound.

Reserves Policy

The policy in place states that the charity should hold a reserve of between 3-6 months' operating expenditure to cover unforeseen contingency, which we have not yet achieved but are continuing to work towards. We have also implemented a 3G Sink Fund for the 3G which was part of the Football Foundation terms to the grant. We need to accrue £8,000 per year into the 3G Sinking Fund.

Finance Policy

The policy in place states that the financial accounts of the charity will be carried out by a competent person and subject to an annual independent examination.



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REPORT OF THE TRUSTEES (INCLUDING DIRECTORS' REPORT)

Year ended 31 May 2021 (Contd.)

General Fund

PFSDF has performed well against the budget set and returns a surplus in the period.

Income exceeded expense resulting in a surplus of £3,469, this surplus has been fully re-invested to improve the facility.

The total income of £132,507 consisted mainly of hall income totaling £20,277, artificial pitch income of £12,439, grass pitch hire of £4,564 and grants of £84,304.

The expenditure recorded at £129,038 reflects general running costs and minor improvements to the facility and charity as a whole. Larger improvements (covered by the grants/surplus) are within the fixed assets within the balance sheet. The general fund now stands at £184,673 and restricted fund at £10,668.

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies' exemption.

Signed on behalf of the Trustees on 13th December 2021


C Albane
Chair of the Trustees



Peterborough Football & Sports Development Foundation

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STATEMENT OF FINANCIAL ACTIVITIES (INCOME AND EXPENDITURE ACCOUNT)

Year ended 31 May 2021

	2021 Unrestricted Funds £	2021 Restricted Funds £	2021 Total Funds £	2020 Unrestricted Funds £	2020 Total Funds £
Income from:					
Donations received - non-gift aid	-	-	-	8,500	8,500
Hall income	20,277	-	20,277	48,316	48,316
Grants	1,300	32,766	34,066	218,526	218,526
Grants - COVID-19	31,898	-	31,898	-	-
Grants – coronavirus job retention scheme	-	18,340	18,340	-	-
Office rent – UCL	4,000	-	4,000	4,000	4,000
Office rent – PDFL	4,000	-	4,000	-	-
Office rent – NVB	2,000	-	2,000	-	-
Insurance claim	-	-	-	5,812	5,812
Changing room hire	908	-	908	575	575
Grass pitch hire	4,564	-	4,564	7,297	7,297
Artificial pitch hire	12,439	-	12,439	16,092	16,092
Advertising board income	-	-	-	151	151
Youth, Sunday and Junior Alliance cup	-	-	-	1,280	1,280
Bank interest	15	-	15	25	25
Total income	81,401	51,106	132,507	310,574	310,574
Expenditure on:					
Wages and salaries	8,164	18,340	26,504	30,651	30,651
Staff costs	751	-	751	-	-
Local projects	-	-	-	2,075	2,075
Parish grant expense	452	-	452	-	-
Health Xchange purchases	1,210	-	1,210	1,029	1,029
Irrigation system	2,078	-	2,078	416	416
Pitch maintenance	-	-	-	16,578	16,578
Insurance	3,602	-	3,602	3,695	3,695
Property :Repairs and maintenance					
Cleaning	1,988	-	1,988	2,976	2,976
Premises expenses	19,833	833	20,666	57,596	57,596
PIP ground maintenance	-	8,399	8,399	6,689	6,689
TV licensing	158	-	158	155	155
Advertising	923	-	923	999	999
Waste	1,441	-	1,441	1,206	1,206
Postage and carriage	21	-	21	6	6
Office stationery	307	-	307	544	544
Telephone and fax	202	-	202	237	237
Computer and software	2,416	-	2,416	839	839
Bar and music licences	403	-	403	-	-
Opening medal stock	1,296	-	1,296	2,592	2,592
Closing medal stock	-	-	-	(1,296)	(1,296)
Charity cup expenses	-	-	-	85	85
Community events	184	-	184	2,193	2,193



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STATEMENT OF FINANCIAL ACTIVITIES (Contd.)

(INCOME AND EXPENDITURE ACCOUNT)

Year ended 31 May 2021

	2021 Unrestricted Funds	2021 Restricted Funds	2021 Total Funds	2020 Unrestricted Funds	2020 Total Funds
	£	£	£	£	£
Expenditure on (contd.):					
Pest control	-	-	-	384	384
Statutory testing	988	-	988	-	-
Staff training	73	-	73	614	614
Depreciation	46,283	-	46,283	39,300	39,300
Bank charges	234	-	234	845	845
Professional fees	6,798	-	6,798	746	746
Consultancy fees	261	-	261	7,617	7,617
Accountancy fees	1,400	-	1,400	1,596	1,596
	<u>101,466</u>	<u>27,572</u>	<u>129,038</u>	<u>180,367</u>	<u>180,367</u>
Gross transfers between funds	12,866	(12,866)	-	-	-
	<u>(7,199)</u>	<u>10,668</u>	<u>3,469</u>	<u>130,207</u>	<u>130,207</u>
Net income for the year/Net movement in funds					
Fund balances brought forward at 1 June 2020	191,872	-	191,872	61,665	61,665
Funds carried forward at 31st May 2021	<u>184,673</u>	<u>10,668</u>	<u>195,341</u>	<u>191,872</u>	<u>191,872</u>

The accompanying notes form part of these accounts.

The Statement of Financial Activities include all gains and losses recognised in the period.



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BALANCE SHEET As at 31 May 2021

	Note	£	31 st May 2021 £	£	31 st May 2020 £
Fixed Assets					
Tangible assets	3		173,666		174,531
			<u>173,666</u>		<u>174,531</u>
Current assets					
Stock				1,296	
Debtors	4	4,190		2,462	
Cash at bank			35,239	32,344	
			<u>39,429</u>	<u>36,102</u>	
Creditors: Amounts due within one year					
Creditors and accruals	5	(17,754)		(18,761)	
Net current assets			<u>21,675</u>	<u>17,341</u>	
Total assets less current liabilities			<u>195,341</u>	<u>191,872</u>	
Capital Funds					
Unrestricted Income funds					
Unrestricted funds - general			184,673	191,872	
Restricted funds	6		10,668		
			<u>195,341</u>	<u>191,872</u>	

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 May 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 May 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibility for

(a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

(b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the board of trustees on 13th December 2021 and were signed on its behalf by:

C Albone
Chair of the Trustees
Charity No. 1169820



NOTES TO THE ACCOUNTS

Year ended 31 May 2021

1 ACCOUNTING POLICIES

Charity information

Peterborough Football & Sports Development Foundation is an Independent Community Organisation and is registered with the Charity Commission for England and Wales under the registration number 1169820. The charity is also a private limited company by guarantee and the registered office is Nene Valley Community Centre, Candy Street, Peterborough, PE2 9RE.

a) Accounting convention

These accounts have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102, the Charities Act 2011 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015. The Charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS201 Update Bulletin 1 not to prepare a statement of Cash Flows.

The accounts have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations, but which has since been withdrawn.

The accounts are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared on the historical cost convention. The principle accounting policies adopted are set out below.

b) Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus, the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

c) Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of restricted funds are set out in the notes to the accounts.



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NOTES TO THE ACCOUNTS (Contd.)

Year ended 31 May 2021

d) Incoming resources

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the Charity has been notified of the donation unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Government grants relating to revenue are recognised as income over the periods when the related costs are incurred. This includes the Government Coronavirus Job Retention Scheme grant.

e) Resources expended

Expenditure is accounted for on an accruals basis.

f) Tangible fixed assets

Tangible fixed assets are measured at cost or valuation, net of depreciation and any impairment losses. Tangible fixed assets are stated at cost less depreciation. Depreciation is calculated so as to write off the cost of tangible fixed assets over their estimated useful lives as follows: -

Leasehold improvements	10% per annum on cost
Equipment	25% per annum on cost

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset and is recognised in net income/(expenditure) for the year.

g) Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

h) Value added tax

The Charity is unable to reclaim any Value Added Tax (VAT) it incurs on its expenditure. This irrecoverable tax is a cost to the Charity and consequently all figures within these financial statements are stated inclusive of any VAT incurred (unless stated otherwise).

i) Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, and bank overdrafts. Bank overdrafts are shown within borrowing in current liabilities.



NOTES TO THE ACCOUNTS (Contd.)

Year ended 31 May 2021

j) Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments issues' of FRS 102 to all its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Basic financial assets and liabilities

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognized in the profit and loss account in expenditure.

k) Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

l) Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

2 NET INCOMING/(OUTGOING) RESOURCES FOR THE PERIOD

	2021	2020
	£	£
This is stated after charging the following:		
Depreciation	<u>(46,283)</u>	<u>(39,300)</u>



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NOTES TO THE ACCOUNTS (Contd.)

Year ended 31 May 2021

3 TANGIBLE FIXED ASSETS

	3G pitch	Plant, fixtures and fittings	Other equipment	Total
Cost	£	£	£	£
As at 1 June 2020	125,560	103,163	3,813	232,536
Additions	-	45,089	329	45,418
As at 31 May 2021	125,560	148,252	4,142	277,954
Depreciation				
As at 1 June 2020	12,556	42,379	3,070	58,005
Charge for period	12,556	32,982	745	46,283
As at 31 May 2021	25,112	75,361	3,815	104,288
Net book value				
As at 31 May 2020	113,004	60,784	743	174,531
As at 31 May 2021	100,448	72,891	327	173,666

4 DEBTORS: amounts fall due within one year

	2021	2020
	£	£
Trade debtors	945	1,262
Other debtors	-	1,200
Prepayments	3,245	-
	4,190	2,462

5 CREDITORS: amounts fall due within one year

	2021	2020
	£	£
Trade creditors	11,254	4,642
Accruals and deferred income	6,500	1,500
Other creditors	-	12,619
	17,754	18,761



NOTES TO THE ACCOUNTS (Contd.)

Year ended 31 May 2021

6 RESTRICTED FUNDS

	At 1 June 2020	Incoming resources	Resources expended	Transfers	At 31 May 2021
	£	£	£	£	£
Coronavirus Job Retention Scheme	-	18,340	(18,340)	-	-
Sport England Community Asset Fund	-	13,348	-	(13,348)	-
Pitch Preparation Fund	-	18,085	(8,399)	(9,686)	-
Councillors CLF Fund	-	500	-	(500)	-
Councillors CLF Fund – Tiny Forest	-	833	(833)	-	-
Sinking Fund	-	-	-	10,668	10,668
	-	51,106	(27,572)	(12,866)	10,668

Coronavirus Job Retention Scheme fund was a government scheme to assist employment costs through the COVID-19 pandemic. Funds received have been spent on employee salary costs.

Sport England Community Asset Funds were awarded to the charity to fund the installation of air conditioning units into the main hall.

Pitch Preparation Funds are awarded to assist with the upkeep of the 3g pitch and surrounding grounds.

Councillors CLF Fund was awarded to purchase an Eco Beehive for use within the community wildlife garden.

Councillors CLF Fund – Tiny Forest was awarded to purchase spiral guards for new trees planted within the community garden.

Sinking Funds are a requirement of the Football Foundation 3G grant where over a 10 year period there will be funds available to replace the surface.

7 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Restricted funds 2021	Unrestricted funds 2021	Total funds 2021	Total Unrestricted funds 2020
	£	£	£	£
Fund balances at 31 May 2021 are represented by:				
Tangible fixed assets	-	173,666	173,666	174,531
Net current assets/(liabilities)	10,668	11,007	21,675	17,341
	10,668	184,673	195,341	191,872

8 TRUSTEES

None of the trustees (or any persons connected with them) received any remuneration or benefits during the period.

9 CAPITAL COMMITMENTS

No capital expenditure was contracted for but not provided for at the period end.

10 CONTROL

The charity was under no single controlling party during the current period.

11 RELATED PARTIES

For the period ended 31 May 2021, The Peterborough & District Football League paid the charity rent of £4,000 (2020: £nil). The Peterborough & District Football League is a private company limited by guarantee that share trustees and operate from the same facilities.



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INDEPENDENT EXAMINER'S REPORT TO

THE TRUSTEES OF PETERBOROUGH FOOTBALL & SPORTS DEVELOPMENT FOUNDATION

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 May 2021.

Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purpose of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I can confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material aspect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. 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
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

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.

Kerry Hilliard ACA FCCA CTA
For and on behalf of Stephenson Smart & Co
Chartered Certified Accountants

17 December 2021

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