

# Mawnan Junior Playing Field Trust

Behind St Michael's Court, Carwinion Lane, Mawnan Smith, TR11 5JD  
Registered Charity 1173926

## Trustees Annual Report

**1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023**

**Registered Address:** The Parish Offices  
c/o MS Electrical  
The Square,  
Mawnan Smith  
TR11 5EP

**Site address:** Mawnan Junior Playing Field  
Behind St Michael's Court  
Carwinion Road  
Mawnan Smith  
TR11 5JD

### Trustee Details:

Mawnan Junior Playing Field Trust is solely administered by Mawnan Parish Council

Officer Name	31.3.22	01.08.22	02.11.22	06.03.23
Councillor Maureen Bate	✓	✓	✓	✓
Councillor Tim Brooksbank	✓	✓	✓	✓
Councillor Georgena Morris	✓	✓	AP	✓
Councillor Philip Moyle	✓	AP	✓	---
Councillor Guy Potter		---	AP	✓
Councillor Robert Reid		✓	✓	✓
Councillor Rex Sadler	✓	✓	✓	✓
Councillor Jackie Whibley	✓	AP	✓	✓

Black boxes show periods when not on council, -- shows non-attendance with no apology tendered

Mrs Lisa Clements (Parish Clerk) acts as Administrator to the trust

**Bankers:** Lloyds Bank, Falmouth Branch

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## **Legalities & Formal Declarations**

As the Trust does not operate over £25,000 (gross income) it does not require external scrutiny of accounts in any form. We need to report to the Charity Commission on an annual basis, including the completion of an annual return online, providing a PDF copy of accounts and Trustees' annual report.

The assets of the Trust remain the landholding itself at the Junior Playing Field (as registered with the Land Registry), the equipment therein and the bank accounts of the Junior Playing Field Trust.

All financial records for the Mawnan Junior Playing Field Trust are available to view by the public at any time. This can either be raised at a Trustees meeting or by communication with the Administrator directly.

## **Governance**

Mawnan Junior Playing Field Trust was registered with the Charity Commission in 1978 – the site previously being referred to as 'Mrs Hodgkins Gift' and in existence as far back as 1929.

A change in constitution to a Charitable Incorporated Organisation (CIO) took place in 2017 and was duly registered with the Charity Commission on 24<sup>th</sup> July 2017. Transfer of the existing assets was undertaken by a transfer of assets as per Charity Commission guidelines from the existing charity to the new one in their entirety.

The objective of the charity is, and remains, the provision and maintenance of a recreation ground for the benefit of the inhabitants of the Parish of Mawnan.

## **Appointment of Trustees**

Mawnan Junior Playing Field Trust is solely administered by Mawnan Parish Council and as such only duly elected members of Mawnan Parish Council can be trustees of the Junior Playing Field Trust.

## **Policies and Procedures**

Where not explicitly stated the Trust's management and procedural policies are those accepted and approved by the Parish Council (sole trustees).

## **Finances <sup>(1)</sup>**

It should be noted that the Junior Playing Field Trust has combined with the Carwinion Playing Field & Mawnan Parish Council to enter into a single contract to provide grass cutting and maintenance services throughout that whole parish.

The annual S19 grant given by Mawnan Parish Council is used to pay for these services, with the remainder of any funds left being given to the Trust in two installments (Sept & Mar) from which they meet their own individual payments for insurances, inspections etc.

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## Hiring Agreements

There are currently no formal hiring agreements for the site, however it is still used on an informal basis for outdoor yoga/ activity classes and private parties such as small groups for children's birthdays.

## Risk Management & regulatory compliances

**Insurances** - The field is insured by Zurich in respect of cover, contents, public liability, employers liability and legal expenses as they relate to the grounds and equipment. We review the adequacy of this insurance annually.

**Health & Safety and general- Risk Assessments** are undertaken, with a full inspection is done annually on the play equipment by a ROSPA qualified inspector. Regular checks are done on the field and environs by the Parish Clerk who checks on the general area and does specific checks to each piece of equipment to ensure that adequate measures are in place when it comes to safety and maintenance.

Note has been taken on the issues raised with the zipwire – which was put out of commission in Sept 2022 until it could be made safe.

## Funding & Volunteers

Funding for the Junior Playing Field is derived from a Parish Council grant (which covers maintenance, insurances and minor works). The Parish Council has on occasion supported the Trust through the purchase of equipment or with assistance in obtaining outside funding.

## Achievements in 2022-23

The playing field has continued to be available for use by members of the community. Unfortunately the sensory area had become overgrown and no volunteers came forward to support the ongoing maintenance of this facility which has therefore been removed and cleared for safety reasons. As such an extra call has gone out to parents at both local schools to see if they wish to become involved.

Works to trees around the site have been undertaken – with some of the large boundary trees either being significantly cut back or completely removed where they pose a danger. A number of Ash, which were evaluated to be infected with Ash-Dieback, were removed from the area and the whole length of the footpath boundary with Field Place was topped off to a more manageable level.

## Future Plans

We intend to continue to attempt to rally a viable user volunteer group to assist in maintaining the JPF and to identify opportunities for future enhancement.

The Zipwire has been out of action for some considerable time due to concern over maintenance cost and the actual need for this facility within the Junior Playing Field. The fence to the Bowling Club boundary is now in an unsafe condition and needs to be repaired. Both of these items have been delayed as we await a meeting of a potential parents volunteer groups to understand the

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scope of works they would be willing to take on and how they and the other users actually feel about the site and the equipment provided.

We hope to decide on repairs on the zipwire after discussion on use. It could well be that this is not a piece of equipment that is highly used and there could be other things that would offer better value for money if it were to be replaced.

Mawnan Parish benefits from the Mawnan Junior Playing Field as a safe and accessible green space and does feel that it needs to be kept in the best condition possible.

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

Signed on behalf of the charity's Trustees

Signature:

A handwritten signature in blue ink, appearing to read 'Tim Brooksbank', written over a faint horizontal line.

Full name: Tim Brooksbank

Position: chairman

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## Junior Playing Field Trust (Reg Charity 1173926)

### Annual Accounts for the Year 1st April 2022 to 31st March 2023

The Junior Trust has no restricted funds

	2021-22	2022-23
<b>INCOME</b>		
<b>Regular activity</b>		
See <sup>(1)</sup> explanation pg2 Parish Council Grants (Section 19)	£ 2045.00	£ 3,717.83
other income	£ -	£ -
<b>Total Income</b>	<b>£ 2,045.00</b>	<b>£ 3,717.83</b>
<b>EXPENDITURE</b>		
<b>Administration</b>		
Insurances	£ 1,560.70	£ 1,594.78
Equipment inspections	£ 150.00	£ 150.00
Wages (subcontracted administrator)	£ -	£ 199.15
<b>Maintenance</b>		
Tree works	£ -	£ 2,040.00
New equipment	£ -	£ -
H&S	£ -	£ -
General maintenance	£ 1,895.00	£ -
<b>Total Expenditure</b>	<b>£ 3,605.70</b>	<b>£ 3,983.93</b>
CFW Balance at 1st April	£ 4171.06	£ 2,610.36
PLUS Excess of Income over Expenditure	£ 1,560.70	-£ 266.10
unreconciled items		£ 199.15
<b>Total Current assets</b>	<b>£ 2,610.36</b>	<b>£ 2,543.41</b>

The Trustees confirm, in accordance with the Charitable Incorporated Organisations General Regulations 2012, that at year end the CIO did not have any outstanding guarantees to third

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parties nor any debts secured on assets of the CIO.