

Mawnan Junior Playing Field Trust

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

Trustees Annual Report

1st April 2024 to 31st March 2025

Registered Address: The Parish Offices
Memorial Hall
The Square,
Mawnan Smith
TR11 5EW

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	17.02.25
Councillor Georgena Morris	✓
Councillor Philip Moyle	✓
Councillor Guy Potter	✓
Councillor Robert Reid	✓
Councillor Rex Sadler	✓
Councillor Jackie Whibley	✓
Councillor Shiona Biggin	✓
Councillor Manice Stabbins	✓

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

Mrs Melissa Mercer (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 24th 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 act for the Trust, on behalf of the Parish Council, as the trustee 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 ⁽¹⁾

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.

There has been no annual S19 grant given by Mawnan Parish Council as the council has paid for these services along with the insurance for the Trust and playground inspections and repairs.

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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.

Funding & Volunteers

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

Achievements in 2024-25

The playing field has continued to be available for use by members of the community.

A local parent who joined the parish council to help improve the junior playing field secured a grant from the Community Capacity Fund, through the Parish Council , to create an inclusive, accessible and bio diverse community green space. This project involved specialist designers; Earth-Wrights alongside Cllrs running community events and surveys and was completed in Dec 2024. It was a great success, boosted community engagement and has resulted in a masterplan for the park. The task is to seek further funding to take the project to the next stage.

The Trust has only met once this year. This needs to improve over the coming 12-18 months. The parish council currently only has six members due to members leaving or retiring, therefore there is a limited capacity within the Council and Trust meetings have fallen behind in the wake of this. However, due to the CCF grant, a lot of work towards the Trust has taken place to improve the playground- but it has not required Trust meetings to push it forward at this early stage.

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Future Plans

Led by the parish councillor spearheading the realisation of the newly designed Mawnan Park, we intend to apply for grants and fundraise to see the project through to fruition. Costs run into the hundreds of thousands so it will not be an easy project to take on all in one go.

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.

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

Signed on behalf of the charity's Trustees

Signature:

Melissa Mercer

Full name: **Melissa Mercer**

Position: Clerk

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Junior Playing Field Trust (Reg Charity 1173926)

Annual Accounts for the Year 1st April 2024 to 31st March 2025

The Junior Trust has no restricted funds

	2023-24	2024-25
INCOME		
Regular activity		
Parish Council Grants (Section 19)	£ 4,080.53	£ -
other income	£ 1,705.55	£ 3114.05
JF VSG Grant income (ringfenced)	£ 200.00	£ -
Total Income	£ 5,986.08	£ 3114.05
EXPENDITURE		
Administration		
Insurances	£ 1,069.38	£ -
Equipment inspections	£ 162.00	£ -
Wages (subcontracted administrator)	£ 535.03	£ 103.21
Maintenance		
Tree works	£ -	£ -
New equipment	£ 237.00	£ -
H&S	£ 290.00	£ -
General maintenance	£ -	£ -
Total Expenditure	£ - 2,293.41	£ - 103.21
CFW Balance at 1st April	£ 2,543.41	£ 6236.08
PLUS Excess of Income over Expenditure	-£ 3692.67	£ 3010.84
unreconciled items	£ -	£ -
Total Current assets	£ 6,236.08	£ 9246.92

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 parties nor any debts secured on assets of the CIO.

Junior Playing Field Trust Expenditure 2024/25											
Date	Payee	Description	Cheque No	Value	Administration			Maintenance			
					Insurance	inspections	wages	Trees	equipment	H&S	Maintenance
				£103.21	£0.00	£0.00	£103.21	£0.00	£0.00	£0.00	£0.00
4/22/2024	MPC	Subcontracted clerks hours	261	£103.21			£103.21				

Notes:
Normally there is £500 billed as subcontracted clerks hours paid from JPF to the PC
The insurance normally comes out of the JPF account
Annual Inspection normally comes out of JPF account

Junior Playing Field Trust Income 2024/25							
Date	Payee	Description	Amount	Differences	Parish Council grant	Misc	JPF VSG grants
			£3,114.05	£0.00	£0.00	£3,114.05	£0.00
4/23/2024	Mawnan Wives	Sylvia King speaker donation	£40.00			£40.00	
6/10/2024	Rotary Club	Run Mawnan	£570.00			£570.00	
6/9/2024	Falmouth Fire Services	Fireworks	£500.00			£500.00	
8/12/2024	Port Navas Regatta	Donation	£150.00			£150.00	
9/9/2024	CCF Event	Design Mawnan Park & Village Fete?	£1,004.05			£1,004.05	
10/22/2024	Durgan Regatta	Donation	£850.00			£850.00	

Notes:

Normally the PC give around £4000 grant per annum to the JPF in 2 different installments- in 23/24 it was £4080 and in 22/23 it was £3717.83

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JUNIOR PLAYING FIELD TRUST YEAR END BANK RECONCILIATION			
LLOYDS TSB - TREASURERS ACCOUNT 01/04/22 to 31/03/24			
BANK STATEMENT			
Brought Forward Chequebook Balance		£6,236.08	
Payments In - Credited	£3,114.05		
Payments - Debited	£103.21		
		£3,010.84	
PROJECTED (CHEQUEBOOK) BALANCE			£9,246.92
UNPRESENTED CHEQUES			
			£0.00
CASH BOOK BALANCE			£9,246.92
BANK STATEMENT			
Statement Balance	Reconciled		£9,246.92
Statement Date	Credits	Debits	Balance
	£3,114.05	£103.21	£6,236.08
4/22/2024		£103.21	6132.87
4/23/2024	£40.00		6172.87
6/10/2024	£570.00		6742.87
6/9/2024	£500.00		7242.87
8/12/2024	£150.00		7392.87
9/9/2024	£1,004.05		8396.92
10/22/2024	£850.00		9246.92
			9246.92
TOTAL	£3,114.05	£103.21	
Balance as of 31/3/2025			£9,246.92