



## **REPORT OF THE TRUSTEES for the period 1 April 2023 to 31 March 2024**

### **OBJECTIVES AND ACTIVITIES**

The object of the Friends of Spencer Park is to provide, or assist in the provision of, facilities for recreation and other leisure time occupation in the interests of social welfare, with the object of improving the conditions of life of the inhabitants of Coventry, in particular but not exclusively by the preservation, promotion and improvement of Spencer Park Coventry.

The Friends fulfil their objectives by organising a series of well-supported events throughout the year. They also continue to improve the Park's facilities, run a tennis club and maintain a lengthy herbaceous border together with a number of other flower-beds. They have now been offered a lease to enable them to renovate and refurbish the Park Pavilion in order to create a new community space in the area.

They promote the value of the Park particularly through the local ECHO community newspaper and on social media.

### **ACHIEVEMENTS AND PERFORMANCE**

When planning its activities for the year, the charity considered the Commission's guidance on public benefit.

It organised a regular programme of very successful events round the year including an Easter Egg Hunt, a Fun Dog Show in August, a Hallowe'en Pumpkin Parade and a Santa event in December.

The hugely popular pop-up Café, run by local volunteers, operates out of the front of the Pavilion every weekend except in the winter months.

During the year the Friends worked together with a number of local community organisations including the Good Gym Coventry runners, the Coventry Resource Centre for the Blind, the Albany Crown Bowls Club and local schools. They are particularly grateful for the cooperation received from Coventry City Council.

A major improvement to the park has been the complete refurbishment of the four tennis courts funded by the national Lawn Tennis Association, of which the Friends are a member, with a contribution from Coventry City Council. The courts were resurfaced and new fencing and coded access gates were installed.

The now-mature west border and other beds maintained by the Friends continue to be an attractive feature of the park and receive constant positive comment around the year.

## **PAVILION REFURBISHMENT**

In the centre of the park is an elegant but dilapidated Edwardian pavilion. Originally built in 1915 to provide changing facilities, the Pavilion was closed to the public in 2015 and is deteriorating. A 99-year lease of the building at a peppercorn rent has been negotiated with the City Council, subject to planning permission and sufficient funding being in place to refurbish the building. The lease was finally signed on 31 October 2024.

The Friends' plan, following two public surveys, is to open up the interior of the building to create a large community space, a modern café and new toilets. The interior space will house exhibitions showcasing local heritage articles and photographs, and the work of local artists. The space will be used as a café in the daytime but will be available for children's parties from 4pm to 6pm and for community groups from 7pm to 9pm. More than 20 local groups have expressed a strong interest in using the proposed community space.

So far the Friends have been awarded a number of grants of which the largest is £155,000 from the Government's Community Ownership Fund. The same funder has also promised nearly £30,000 for first-year running costs.

## **FUTURE PLANS**

It is planned that the work on the building will take place in early 2025. When complete, the café will open operated by a paid manager supported by volunteer staff. Bookings for the community space will be managed through an online booking system, with volunteer helpers providing the necessary support for users. A trading subsidiary will be created for when the community café is fully operational.

## **FINANCIAL REVIEW**

The Charity's gross income for the reporting year ending 31 March 2024 was £60,771. It includes a grant of £25,000 from the 29<sup>th</sup> May 1961 Charitable Trust. This was put to income in advance as it is restricted. £990.14 was released as it was spent in 2023-24, with expenditure amounting to £27,518. The principal sources of income were grants for the Pavilion refurbishment, sales from the café, tennis club subscriptions and donations from the public. The charity's total funds stand currently at £69,099 of which £25,864 is restricted for Pavilion refurbishment. There are two designated funds – the Tennis Club Fund and the Defibrillator Fund of £4,012. The latter was set up in 2021-22. The trustees have agreed that funds not needed for

the day-to-day running of the charity should be held in an account bearing interest which would be used, if necessary, in the restoration of the Pavilion.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The inaugural meeting of the Friends of Spencer Park & Recreation Ground took place on 18 June 2012 in Earlsdon, Coventry. A constitution was formally adopted on 10 September 2012. It was registered as a Charitable Incorporated Organisation on 16 December 2017. Its only voting members are its trustees who are elected for a term of three years at its annual general meeting.

The trustees meet quarterly and provide the strategic direction for the charity including approval of budgets and mitigation of risk. They exercise their responsibilities largely through the work of three committees - the Management Committee which deals with facilities and events in the Park, the newly-formed Finance Committee and the Pavilion Refurbishment Committee.

### **ADMINISTRATIVE DETAILS**

Charity Registration Number: 1176323

Other working names:

Friends of Spencer Park Coventry

Friends of Spencer Park & Recreation Ground

Principal Address: 80 Broadway, Coventry CV5 6NU

Email: [friendsofspencerpark@gmail.com](mailto:friendsofspencerpark@gmail.com)

Website: [www.friendsofspencerpark.org](http://www.friendsofspencerpark.org)

The charity trustees who manage the charity:

Carol Bayliss

Danny Bailey (appointed 22 May 2023)

Helen Spence

Karen Berry

Ken Taylor (Chair)

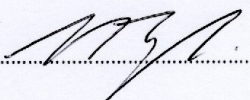
Tim Brooke

Zilpha Reed

### **DECLARATION**

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

Signed on behalf of the charity's trustees on [date]

 16/1/2025.

# Friends of Spencer Park

## Balance Sheet

As of March 31, 2024

	Total	
	As of Mar 31, 2024	As of Mar 31, 2023 (PP)
Fixed Asset		
Total Fixed Asset		
Cash at bank and in hand		
Current	69,099.51	39,211.05
Total Cash at bank and in hand	£ 69,099.51	£ 39,211.05
Debtors		
Debtors	0.00	0.00
Total Debtors	£ 0.00	£ 0.00
Net current assets	£ 69,099.51	£ 39,211.05
Prepayments and accrued income	3,036.39	696.63
Net current assets (liabilities)	£ 72,135.90	£ 39,907.68
Total assets less current liabilities	£ 72,135.90	£ 39,907.68
Accruals and deferred income	30,785.25	6,809.77
Total net assets (liabilities)	£ 41,350.65	£ 33,097.91
Charity funds		
Opening Balance Equity	0.00	0.00
Retained Earnings	33,097.91	33,097.91
Surplus/(Deficit)	8,252.74	
Total Charity funds	£ 41,350.65	£ 33,097.91

## Breakdown

Gift Aid Accrual

Income for Pavillion  
Income for Pavillion  
Income for Pavillion  
Expenditure on Pav  
**Income Received for next year**

Defib  
Lottery Funding Events

**Accruals and deferred income**

**As of Mar 31, 2024**

**Breakdown**

**As of Mar 31, 2023 (PP)**

**3,036.39**

Gift Aid Accrual

**696.63**

25,000.00

Defib

£

4,046.77

5,156.33

Lottery Funding Events

£

2,763.00

906.17

**Accruals and deferred inc**

£

**6,809.77**

(7,052.64)

**24,009.86**

£ 4,012.39

£ 2,763.00

**£ 6,775.39**

**£ 30,785.25**

# Friends of Spencer Park

## Income and Expenditure

	Notes	1st April 2023 31st March 2024	1st April 2022 31st March 2023
<b>Income</b>			
Cafe		£ 12,896.24	£ 7,903.48
Donations - Restricted	2	£ 1,000.00	£ 500.00
Donations - Unrestricted	3	£ 2,805.93	£ 1,835.81
Small cash donations		£ 1,837.59	£ 2,006.15
Events - charitable activites/grant	4	£ 725.55	£ 2,855.89
Events - sales	5	£ 2,303.89	
General Items			£ 642.35
Pavillion - Restricted			
Donations and legacies	6	£ 252.00	£ 3,150.00
Crowdfunder		£ 4,904.33	
Grants	7	£ 990.14	
Small Cash Donations	8	£ 906.17	
Room Hire		£ 592.00	£ 532.07
Tennis - Restricted	9	£ 6,557.28	£ 4,861.42
<b>Total</b>		<b>£ 35,771.12</b>	<b>£ 24,287.17</b>
<b>Expenditure</b>			
<b>Café</b>			
Cost of sales		£ 5,487.09	£ 3,362.82
Furniture		£ 149.00	£ 277.20
Phone Costs		£ 250.00	
Other Professional Services			£ 210.67
Petty cash		£ 100.00	£ 16.98
<b>Total Café</b>		<b>£ 5,986.09</b>	£ 3,867.67
<b>Defib - Restricted</b>	10	£ -	£ 535.07
<b>Donations - Restricted</b>			
Benches	17		£ 2,422.13
Tree for Ben	18		£ 426.00
<b>Events</b>			
Advertising/Promotional	11	£ 239.60	£ 300.20
General Administrative Expenses		£ 74.99	
Printing, Postage and Stationery	11	£ 552.48	
Purchases		£ 2,328.59	£ 2,242.68
Raising funds		£ 63.75	
Uncategorised Expense		£ 21.00	£ 181.00
Band payment	12	£ 321.00	
<b>Total Events</b>		<b>£ 3,601.41</b>	£ 2,723.88
<b>General Items</b>			
Advertising/Promotional		£ 431.00	
Insurances		£ 408.24	£ 290.89
General Administrative Expenses		£ 378.10	£ 82.07
Other Professional Services		£ 705.00	£ 355.00
Purchases & gardening		£ 172.90	£ 727.96
<b>Total General Items</b>		<b>£ 2,095.24</b>	£ 1,455.92
<b>Pavillion - Restricted</b>			
Other Professional Services	13	£ 7,052.64	£ 3,590.15
<b>Tennis - Restricted</b>			
Advertising/Promotional		£ 107.00	
Other Professional Services	14	£ 1,162.00	£ 605.00
Paths	15	£ 7,474.00	
refunds	16	£ 40.00	
<b>Total Tennis</b>		<b>£ 8,783.00</b>	£ 605.00
<b>Total</b>		<b>£ 8,252.74</b>	<b>£ 15,625.82</b>
<b>Gift Aid - Accrued</b>			
	3	£ 3,036.39	



Section A

Independent Examiner's Report

Report to the trustees

FRIENDS OF SPENCER PARK

On accounts for the year  
ended

31/3/2024

Charity no  
(if any)

1176323

Set out on pages

1-2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2024

Responsibilities and  
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

\* Please delete the words in the brackets if they do not apply.

Signed:

K Waite

Date:

11/1/2025

Name:

KATHRYN WAITE

Relevant professional  
qualification(s) or body

ACCA 0897209