

KNOWLE PARK TRUST

England & Wales · Charity number 1176590

Details

Status Registered

Legal form CIO

Registered 2018-01-09

Register [View on the Charity Commission register](#)

Contact

Address Sundial House
20 High Street
Cranleigh
Surrey
GU6 8AE

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Website www.knowlepark.org

Activities

Objects: THE OBJECTS OF THE CIO ARE THE PROVISION AND MAINTENANCE OF AREAS OF OPEN SPACE AND PUBLIC PARKS FOR THE BENEFIT OF THE LOCAL INHABITANTS OF CRANLEIGH IN THE COUNTY OF SURREY AND THE SURROUNDING AREAS IN THE INTERESTS OF SOCIAL WELFARE AND WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS.

Activities: Provision and maintenance of areas of open space and public parks for the benefit of the local inhabitants of Cranleigh in the county of Surrey and the surrounding areas in the interests of social welfare and with the object of improving the conditions of life for the said inhabitants.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Recreation
- **Who:** The General Public/mankind

Geography

- Surrey

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£121,557	£102,848	-	-
2024-03-31	£85,289	£90,701	-	-
2023-03-31	£53,060	£20,640	-	-
2022-03-31	£2,843	£0	-	-
2021-03-31	£0	£0	-	-

Trustees

Name	Role	Appointed
MARTIN ROBERT BAMFORD	Chair	2018-01-09
Andrea Bamford		2023-11-11
Brian Keith Belcher		2025-01-27
Hannah Grace Large		2024-12-02
JEFFREY RAYMOND WOOD		2018-01-09
LUCY BOATSWAIN		2018-01-09
Rosemary French OBE		2023-11-11
TIMOTHY RUSSELL CROWE		2018-01-09
Wendy Varcoe		2024-07-15

KNOWLE PARK TRUST

England & Wales - Charity number 1176590

Accounts



**KNOWLE PARK TRUST CIO
TRUSTEES' REPORT AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025**

Knowle Park Trust CIO Contents

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Knowle Park Trust CIO

Trustees' Report For The Year Ended 31 March 2025

The trustees present their report and the financial statements for the year ended 31 March 2025.

Objectives and Activities

Aims and Objectives

The objectives of KPT are the provision and maintenance of areas of open space and public parks for the benefit of the local inhabitants of Cranleigh in the county of Surrey and the surrounding areas in the interests of social welfare with the object of improving the conditions of life for the said inhabitants.

KPT carries out its purposes by providing and maintaining a new area of parkland and public open space for use by members of the public, comprising 22.80ha (56.34 acres) situated on Knowle Lane, Cranleigh. The land was donated to the Trust by a local business man/philanthropist and is held in perpetuity by the Trust to benefit Cranleigh residents

Public Benefit

KPT benefits visitors from Cranleigh and further afield by providing them with a free open space for recreation and leisure pursuits. The space is also used to host public events, concerts, sport activities and similar events providing further enjoyment and leisure opportunities for the benefit of the general public.

KPT is committed to protecting this unique landscape and improving its flora, fauna and wildlife habitats. The Trust will carefully balance this with its use as an amenity and recreation resource for Cranleigh and surrounding areas and develop close ties with the community by focusing on six key aspects of local importance –

- Culture
- Ecology
- Education
- Heritage
- Recreation
- Wellbeing

Links are forged with local societies, groups, institutions and initiatives to ensure that all of the benefits and opportunities that the park can afford are realised.

Knowle Park is a country park and nature reserve enriching the lives of our community.

Kiosks

The Moooh Ice Cream and Heartworks Coffee Kiosks proved very popular throughout the year. A small commission is paid which has added to the Park's finances. During 2024-25, a decision was taken to reduce the opening hours of Heartworks and closing Moooh Ice Cream during the quieter winter months.

Playground

The two playgrounds differentiated by age for younger and older children are inspected weekly by the Park Manager and annually inspected by RoSPa. The equipment is subject to significant use.

The weekly Wild Tots group continues to prove very popular with little ones learning about nature and the environment through play.

The Lake

It is forbidden for a person or domesticated animal to enter the lake because of the danger and disturbance to flora, fauna and fowl. Disappointingly, this continues to be a difficult message which too often is ignored. Further signs have been erected and the message is being constantly shared that entering the lake is forbidden.

However, the Lake has proved popular with its resident swan and wildfowl families providing much enjoyment to onlookers. The island has been graced with a large metal sculpture of a skeleton fish which was donated by a benefactor and much admired.

Car Park

While a large number of visitors have walked, jogged or cycled to the Park the 60 space car park is often full, for example during the Park Runs, weekends and holidays. Overflow parking is redirected to Snoxhall and Stocklund Square car parks, both within walking distance. The cost of parking remains the lowest in the village and the accessible toilets have retained visitors longer in the park.

Accessibility

Knowle Park was designed to be accessible to people of all ages, and disabilities. The Trustees are delighted that dementia groups, the wheelchair bound, the elderly, and those with mental health issues have taken advantage of all that the park offers. The Changing Places Toilet has proved a draw to disabled families, one of very few in Surrey.

Thank you to our Benefactors

Knowle Park was a dream realised by local philanthropists Nic and Rowena Vrijland, to whom the community of Cranleigh will forever be grateful.

Knowle Park Trust CIO Trustees' Report (continued) For The Year Ended 31 March 2025

The trustees confirm that they have complied with the requirements of Section 17 of the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit.

Additional Note

Risk Management

The Trustees are aware of the major strategic and operational risks which the Charity faces and have put in place systems to identify those risks in a Risk Register which is regularly examined and updated, to mitigate the company's exposure to them, as far as possible in a small organisation.

Achievements and Performance

Main Achievements

Review of the Year

Knowle Country Park was handed to the Trust by the contractors Ground Control after 10 years in development and opened to the public on 27th May 2023, free to use, 24 hours a day. 2024-25 is the second year of operation since opening and much continues to be learned and improved upon.

The community of Cranleigh and visitors from further afield have welcomed and 'adopted' the Park as a key leisure, community and ecological asset to the village. As a result, litter, vandalism and unruly behaviour has remained at a very bare minimum with local residents undertaking a volunteer 'monitoring' role.

The Trustees are indebted to the commitment of its volunteer workforce many of whom are recent residents to Cranleigh and neighbours of the Park.

During the year, the plants, hedges, shrubs, trees and flowers in Knowle Park have blossomed so that the Park looks less 'new' and far greener. A new orchard of fruit trees donated by Surrey County Council was planted, as were many more hedgerow saplings and shrubs.

Public Events

2024-25 was the first year whereby public events took place in the Park enjoyed by many hundreds of people. Both performance venues at the grass Amphitheatre and Lakeside Performance area were successfully used for entertainment as they had been designed. The vast majority of events were free which we discovered was important when rain might necessitate cancellation and disappointment. Events ranged from church services to buskers, from contemporary music to brass band concerts, from Santa's Grotto to Halloween Trails, from Easter Egg Hunts to Staycation Sundays, from wild bird displays to Candlelight carol singing, from ice bathing to hot yoga. Held in the Amphitheatre in August, the key event of the year was three performances of Wind in the Willows, a ticketed event written exclusively for the Park by one of the Trustees and which proved immensely enjoyable. Three programmes of events for Winter, Spring and Summer have now been developed.

Financial Review

Financial Position

Funding

KPT's activities are funded from several sources in addition to donations and sponsorship. The principal sources are from the rental income of three apartments owned by the Trust, by parking fee income from the car park and from sales commission from the Kiosks plus some income from events and performances.

Reserves Policy

The Trust will strive to maintain twelve months of unrestricted funds available to cover situations as they may arise from time to time; these are effectively 'reserves'. KPT's aim is to build up to that level of reserves within five years of opening.

Structure, Governance and Management

Governing Document

Knowle Park Trust (KPT) is a Charitable Incorporated Organisation registered on 9 January 2018.

The charity is governed by its Board of Trustees, which meets at least four times a year. The Board consists of a minimum of three and maximum of ten voting directors, recommended by a selection panel and elected by the company members at the Annual General Meeting.

**Knowle Park Trust CIO
Trustees' Report (continued)
For The Year Ended 31 March 2025**

Trustee Selection Methods

Trustees were originally selected for demonstrating their early support for the project and commitment towards seeing it delivered. Additional Trustees have been appointed bringing additional skills and experience, in particular skills to champion one or more of the key aspects noted in 'Public Benefit' below.

Trustees are required to retire at their third Annual General Meeting following their election or appointment but are eligible for re-election or re-appointment.

Additional Note

The Trustees have delegated the day-to-day operation of the Park to a part time Park Manager. He is assisted by around 50 volunteers, including several of the Trustees.

Reference and Administrative Details

Trustees

Mrs Andrea Bamford - Trustee
Mr Brian Belcher - Treasurer (appointed 27/01/2025)
Mrs Rosemary French OBE - Trustee
Mrs Lucy Boatswain - Trustee
Mr Martin Bamford - Chair
Ms Hannah Large - Trustee (appointed 02/12/2024)
Mr Jeffrey Wood - Trustee
Mr Timothy Crowe - Trustee
Mrs Wendy Varcoe MBE - Trustee (appointed 15/07/2024)

Charity Number

1176590

Independent Examiner

Mr J Cole MAAT
Oakwood Cranleigh Limited
The Dairy
Tilehouse Farm Offices
East Shalford Lane, Shalford
Surrey
GU4 8AE

**Knowle Park Trust CIO
Trustees' Report (continued)
For The Year Ended 31 March 2025**

The trustees' report was approved by the board of trustees and signed on its behalf by:

Mr Brian Belcher

Trustee

20/10/2025

Knowle Park Trust CIO
Independent Examiner's Report to the Trustees of Knowle Park Trust CIO
For The Year Ended 31 March 2025

I report to the trustees on my examination of the accounts of Knowle Park Trust CIO (the Trust) for the year ended 31 March 2025.

Responsibilities and Basis of Report

As the charity trustees of the Trust 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent Examiner's Statement

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

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and contents 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.

Mr J Cole MAAT
20/10/2025
The Dairy
Tilehouse Farm Offices
East Shalford Lane, Shalford
Surrey
GU4 8AE

Knowle Park Trust CIO
Statement of Financial Activities
For The Year Ended 31 March 2025

		2025	2024	
		Total funds	Total funds	
	Notes	£	£	
INCOME AND ENDOWMENTS FROM:				
Donations and legacies	3	10,362	11,219	
Other trading activities	4	62,599	28,787	
Investments	5	48,596	45,283	
		<u>121,557</u>	<u>85,289</u>	
EXPENDITURE ON:				
Raising funds	7	(102,848)	(90,701)	
NET INCOME/(EXPENDITURE)		<u>18,709</u>	<u>(5,412)</u>	
NET MOVEMENT IN FUNDS		<u>18,709</u>	<u>(5,412)</u>	
RECONCILIATION OF FUNDS:				
Total funds brought forward		29,851	985,263	
TOTAL FUNDS CARRIED FORWARD		<u><u>48,560</u></u>	<u><u>979,851</u></u>	

The notes on pages 9 to 12 form part of these financial statements.

Knowle Park Trust CIO
Comparative Statement of Financial Activities
For The Year Ended 31 March 2025

		2024	
	Notes	Unrestricted funds	Endowment funds
		£	£
			Total funds
			£
INCOME AND ENDOWMENTS FROM:			
Donations and legacies	3	11,219	-
Other trading activities	4	28,787	-
Investments	5	45,283	-
		<u>85,289</u>	<u>-</u>
			<u>85,289</u>
EXPENDITURE ON:			
Raising funds	7	(90,701)	-
		<u>(5,412)</u>	<u>-</u>
			<u>(5,412)</u>
NET MOVEMENT IN FUNDS			
		(5,412)	-
RECONCILIATION OF FUNDS:			
Total funds brought forward		35,263	950,000
		<u>29,851</u>	<u>950,000</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>29,851</u></u>	<u><u>979,851</u></u>

The notes on pages 9 to 12 form part of these financial statements.

Knowle Park Trust CIO
Statement of Financial Position
As At 31 March 2025

		Unrestricted funds	Endowment funds	2025 Total funds	2024 Total funds
	Notes	£	£	£	£
FIXED ASSETS					
Tangible Assets	11	11,089	950,000	961,089	956,419
		<u>11,089</u>	<u>950,000</u>	<u>961,089</u>	<u>956,419</u>
CURRENT ASSETS					
Debtors	12	1,567	-	1,567	1,290
Cash at bank and in hand		40,485	-	40,485	23,317
		<u>42,052</u>	<u>-</u>	<u>42,052</u>	<u>24,607</u>
Creditors: Amounts Falling Due Within One Year	13	(4,581)	-	(4,581)	(1,175)
		<u>37,471</u>	<u>-</u>	<u>37,471</u>	<u>23,432</u>
NET CURRENT ASSETS (LIABILITIES)					
		<u>37,471</u>	<u>-</u>	<u>37,471</u>	<u>23,432</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>48,560</u>	<u>950,000</u>	<u>998,560</u>	<u>979,851</u>
NET ASSETS					
		<u>48,560</u>	<u>950,000</u>	<u>998,560</u>	<u>979,851</u>
FUNDS OF THE CHARITY					
Endowment Funds				950,000	950,000
Unrestricted Funds				48,560	29,851
				<u>998,560</u>	<u>979,851</u>
TOTAL FUNDS					
				<u>998,560</u>	<u>979,851</u>

On behalf of the board

Mr Brian Belcher

Trustee

20/10/2025

The notes on pages 9 to 12 form part of these financial statements.

Knowle Park Trust CIO
Notes to the Financial Statements
For The Year Ended 31 March 2025

1. General Information

Knowle Park Trust CIO is a charitable incorporated organisation registered with the Charity Commission, registered charity number 1176590. The principal address is .

2. Accounting Policies

2.1. Basis of Preparation of Financial Statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)", Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities Act 2011.

The charity is a Public Benefit Entity as defined by FRS 102.

2.2. Incoming Resources

KPT's activities are funded from several sources in addition to donations and sponsorship. The principal sources are from the rental income of three apartments owned by the Trust, by parking fee income from the car park and from sales commission from the Kiosks plus some income from events and performances.

2.3. Tangible Fixed Assets and Depreciation

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Freehold	Nil
Plant & Machinery	20% Straight Line
Fixtures & Fittings	20% Straight Line

2.4. Cash and Cash Equivalents

Cash and cash equivalents are basic financial assets and include cash in hand and deposits held at call with banks, other short-term highly liquid investments that mature in no more than three months from the date of acquisition and are readily convertible to a known amount of cash with insignificant risk of change in value, and bank overdrafts.

3. Income from Donations and Legacies

	2025	2024
	Unrestricted funds	Total funds
	£	£
Donations and gifts	10,362	11,219

4. Income from Other Trading Activities

	2025	2024
	Unrestricted funds	Total funds
	£	£
Income from other trading activities	46,859	17,268
Fundraising events	15,740	11,519
	<u>62,599</u>	<u>28,787</u>

Income from Other Trading Activities recognises the income received from operation of the Park's car park, electric vehicle charging stations and commissions received from vendors present on the Park site.

5. Investment Income

Knowle Park Trust CIO
Notes to the Financial Statements (continued)
For The Year Ended 31 March 2025

	2025	2024
	Unrestricted funds	Total funds
	£	£
Interest on short-term deposits	371	53
Rents received from investment properties	48,225	45,230
	48,596	45,283
	48,596	45,283

6. Net Income/(Expenditure)

The net income/(expenditure) is stated after charging/(crediting):

	2025	2024
	£	£
Depreciation of tangible fixed assets - owned	2,509	1,607
	2,509	1,607
	2,509	1,607

7. Analysis of Expenditure

	Activities undertaken directly	Support costs (see note 8)	2025
	£	£	Total
	£	£	£
Raising funds	48,278	54,570	102,848
	48,278	54,570	102,848
	48,278	54,570	102,848

	Activities undertaken directly	Support costs (see note 8)	2024
	£	£	Total
	£	£	£
Raising funds	61,102	29,599	90,701
	61,102	29,599	90,701
	61,102	29,599	90,701

8. Support Costs

	2025
	Raising funds
	£
Premises expenses	14,167
General administration	37,894
Depreciation	2,509
	54,570
	54,570

Knowle Park Trust CIO
Notes to the Financial Statements (continued)
For The Year Ended 31 March 2025

	2024 Raising funds £
Premises expenses	17,286
General administration	10,706
Depreciation	1,607
	29,599

9. Independent Examiner's Remuneration

	2025 £	2024 £
Independent examination of the financial statements	1,638	1,175
Other assurance services	14	-
Tax advisory services	210	-
Other financial services	-	-
	1,862	1,175

10. Average Number of Employees

Average number of employees during the year was: NIL (2024: NIL)

11. Tangible Assets

	Land & Property Freehold £	Plant & Machinery £	Fixtures & Fittings £	Total £
Cost				
As at 1 April 2024	950,000	1,798	6,228	958,026
Additions	2,663	4,516	-	7,179
As at 31 March 2025	952,663	6,314	6,228	965,205
Depreciation				
As at 1 April 2024	-	360	1,247	1,607
Provided during the period	-	1,263	1,246	2,509
As at 31 March 2025	-	1,623	2,493	4,116
Net Book Value				
As at 31 March 2025	952,663	4,691	3,735	961,089
As at 1 April 2024	950,000	1,438	4,981	956,419

12. Debtors

	2025 £	2024 £
Due within one year		
Other debtors	1,567	1,290
	1,567	1,290

Knowle Park Trust CIO
Notes to the Financial Statements (continued)
For The Year Ended 31 March 2025

13. Creditors: Amounts Falling Due Within One Year

	2025	2024
	£	£
Trade creditors	744	-
Accruals and deferred income	3,837	1,175
	4,581	1,175

14. Deferred Income

Deferred income movements in the year were as follows:

	2025	2024
	£	£
Balance at the start of the period	-	-
Income deferred in the current period	2,185	-
Balance at the end of the period	2,185	-

Rental income received in advance of the period end, which relates to the succeeding accounting period.

15. Transactions with Trustees

During the year the expenses reimbursed to the trustees or paid directly to third parties were as follows:

	2025	2024
	£	£

16. Related Party Disclosures

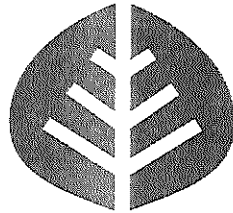
Knowle Park Trust CIO
Detailed Statement of Financial Activities
For The Year Ended 31 March 2025

	2025	2024
	Total funds	Total funds
	£	£
INCOME AND ENDOWMENTS FROM:		
Donations and legacies		
Donations and gifts	10,362	11,219
	<u>10,362</u>	<u>11,219</u>
Other trading activities		
Income from other trading activities	46,859	17,268
Fundraising events	15,740	11,519
	<u>62,599</u>	<u>28,787</u>
Investments		
Rental income from investment property	48,225	45,230
Interest on short term deposits	371	53
	<u>48,596</u>	<u>45,283</u>
	<u>121,557</u>	<u>85,289</u>
EXPENDITURE ON:		
Raising funds		
Staging fundraising events	(12,785)	(544)
Rent collection, property repairs and maintenance charges	(10,519)	(8,481)
Waste disposal	(2,253)	(3,012)
Protective clothing	(542)	(253)
Repairs, renewals and maintenance	(10,999)	(7,528)
Support and administration costs	(140)	(107)
Other direct costs	(11,040)	(41,176)
Bank charges	-	(1)
Light and heat	(3,820)	(10,547)
Water rates	(297)	-
Cleaning	(10,050)	(6,739)
Vehicle running costs	(1,652)	(548)
Computer software, consumables and maintenance	(4,578)	-
Insurance	(5,298)	(4,607)
Advertising and marketing costs	(379)	(2,437)
Training seminars and workshops	(323)	(440)
Independent examiner's fees	(1,862)	(1,175)
Consultancy fees	(42)	(150)
Management fees	(21,645)	-
Subscriptions	(1,504)	-
Other office costs	(611)	(1,349)
Depreciation	(2,509)	(1,607)
	<u>(102,848)</u>	<u>(90,701)</u>
	<u>(102,848)</u>	<u>(90,701)</u>
NET INCOME/(EXPENDITURE)	<u>18,709</u>	<u>(5,412)</u>

KNOWLE PARK TRUST

England & Wales - Charity number 1176590

Accounts



Knowle Park

TRUST

Trustees Annual Report and Financial Statements

**Report Period
1st April 2023 to 31st March 2024**

Administrative Information

Charity Name: Knowle Park Trust

Registered Charity No.: 1176590

Principal Charity Address: Sundial House, 20 High Street, Cranleigh, Surrey, GU6 8AE

Bankers: Metro Bank, One Southampton Row, London, WC1B 5HA

Independent Examiner: Oakwood Business Consultants, Unit 3, The Dairy, Tilehurst Farm Offices, East Shalford Lane, Guildford, Surrey, GU4 8AE

Type of Governing Document: Charitable Incorporated Organisation (CIO) Foundation Constitution

Organisations Purposes ('Objects'): The objects of the CIO are the provision and maintenance of areas of open space and public parks for the benefit of the local inhabitants of Cranleigh in the county of Surrey and the surrounding areas in the interests of social welfare and with the object of improving the conditions of life for the said inhabitants. The CIO will carry out its purposes by providing and maintaining a new area of parkland and public open space for use by members of the public.

Note: The Knowle Park site comprises 22.80ha (56.34 acres) and is situated south of the built-up area of Cranleigh's village centre on Knowle Lane.

Trustees: The following have served as trustees during this reporting period:

Chairman:	Martin Bamford	09.01.2018 to date
Trustees:	Andrea Bamford	11.11.2023 to date
	Lucy Boatswain	09.01.2018 to date
	Timothy Crowe	09.01.2018 to date
	Rosemary French OBE	11.11.2023 to date
	Nicolaas Vrijland	09.01.2018 to 11.11.2023
	Jeffrey Wood	09.01.2018 to date

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law, FRS 102 (Financial Reporting Standards) and SORP 2015 (Statement of Recommended Practice).

The law applicable to charities in England & Wales requires the trustees to prepare Financial Statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these Financial Statements, the trustees are required to:

- a) Select suitable accounting policies and apply them consistently.
- b) Observe the methods and principles in the current Charities Statement of Recommended Practice (SORP).
- c) Make judgments and estimates that are reasonable and prudent.
- d) State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the Financial Statements.
- e) Prepare the Financial Statements on an accruals basis.

The Trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the Financial Statements comply with the Charities Act, Charity Reporting and Accounting Guidance, and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trust is further responsible for employing staff to undertake key roles pursuant to the administration of the trust and the upkeep of its land and properties. Remuneration will be calculated and reviewed annually with reference to employee experience/qualifications, inflation/price indices, local comparators, and performance monitored through annual reviews conducted by Trustees.

Note: There were no staff employed by the trust during this reporting period but please note the disclosure relating to property valuations at the end of the Financial Statement.

Recruitment and Appointment of New Trustees

Trustees were originally selected for demonstrating their early support for the project and commitment towards seeing it delivered. Following the opening of the Park on 27th May 2023, two new Trustees have been appointed bringing additional skills and experience, in particular skills to champion one or more of the key aspects noted in 'Public Benefits' below.

Trustees are required to retire at their third Annual General Meeting following their election or appointment but are eligible for re-election or re-appointment.

The selection of future trustees will be determined by their suitability to champion one or more of the key aspects noted in 'Public Benefits' below, or to provide needed skills and expertise.

Public Benefit

KPT benefits visitors from Cranleigh and further afield by providing them with a free open space for recreation and leisure pursuits. The space is also used to host public events, concerts, sport activities and similar events providing further enjoyment and leisure opportunities for the benefit of the general public.

In deciding what events may or may not be hosted at the park the trustees will carefully consider the potential benefit of the event to the general public in the surrounding area and weigh that up against any short-term limitation the event may place on access to all or part of the park.

KPT is committed to protecting this unique landscape and improving its flora, fauna and wildlife habitats. The Trust will carefully balance this with its use as an amenity and recreation resource for Cranleigh and surrounding areas and develop close ties with the community by focusing on six key aspects of local importance

- Culture
- Ecology
- Education
- Heritage
- Recreation
- Wellbeing

Links will be forged with local societies, groups, institutions and initiatives to ensure that all of the benefits and opportunities that the park can afford are realised.

Objectives and Activities

The objectives of Knowle Park Trust (KPT) are the provision and maintenance of areas of open space and public parks for the benefit of the local inhabitants of Cranleigh in the county of Surrey and the surrounding areas in the interests of social welfare with the object of improving the conditions of life for the said inhabitants.

KPT carries out its purposes by providing and maintaining a new area of parkland and public open space for use by members of the public, comprising 22.80ha (56.34 acres) situated on Knowle Lane, Cranleigh. The land was donated to the Trust by a local business man/philanthropist and is held in perpetuity by the Trust for the benefit of Cranleigh residents.

Organisational Structure

The Trustees have delegated the day-to-day operation of the Park to a part time Park Manager. He is assisted by around 50 volunteers, including several of the Trustees.

Risk Management

The Trustees are aware of the major strategic and operational risks which the Charity faces and have put in place systems to identify those risks in a Risk Register which is regularly examined and updated, to mitigate the company's exposure to them, as far as possible in a small organisation.

Further policies are in place – Anti Corruption & Bribery, Complaints, Equality & Diversity, Ethical, Lost Children & Vulnerable Adults, Modern Slavery, Privacy & GDPR and Safeguarding. These are reviewed by the Trustees annually or when an incident arises, if earlier.

Funding

KPT's activities are funded from several sources in addition to donations and sponsorship. The principal sources are from the rental income of three apartments owned by the Trust, by parking fee income from the car park and from sales commission from the Kiosks plus some income from events and performances.

Future Events

General access to the parkland will be available to the public free of charge. The trustees may from time to time decide to host events at the park where an entry fee is charged. In hosting any such events the trustees will carefully consider the impact of the event on access to the parkland. When setting a ticket price the trustees will carefully balance the need to raise money from the event in order to fund the maintenance of the park against the need to ensure that the event is affordable to as wide a group of the parkland users, local residents and visitors as possible.

Review of the year

The new Knowle Park was handed to the Trust by the contractors Ground Control in May, 2023 after 10 years in development, of which almost 2 years was spent in building work after delays incurred by the pandemic. During the development of the project the national footpath 393 that crosses the park between Knowle Lane and Alfold Road remained open and accessible to the public. After removal of safety fencing, the Park was opened to the public on 27th May 2023, free to use, 24 hours a day.

The summer of 2023 proved to be extremely hot and dry which made it difficult for many of the newly planted hedges, trees and plants to survive despite every effort to water them and a number were lost. However, under the construction contract many were replaced by the contractor within the defects liability period. Donations of 5000 hedgerow whips from Surrey County Council and 2000 whips from Allianz enabled additional areas to be planted including a wildlife corridor from north to south.

The Park's walks and trails, meadows and picnic areas were immediately used, by walkers, picnickers, the young, the elderly and the less abled. The appreciation of the public for this new free leisure facility was often repeated by visitors and residents alike both on social media and through word of mouth; Trustees and the Park Manager were regularly stopped to be thanked. The feedback is that Knowle Country Park has been 'adopted' by the community as theirs which is the greatest of compliments.

The 5k Cranleigh parkrun and walk restarted in September 2023 bringing around 200 adult runners every Saturday and around 70 junior park runners on Sunday mornings. Although challenging with its steep hill the Cranleigh parkrun is one of the most popular in the area.

Due to the newness of the Park and the vulnerability of many of its young plants and newly planted meadows and grass amphitheatre, the Trustees reluctantly decided not to hold any performance events during this financial year. It proved to be the correct decision.

After one of the UK's hottest summers on record, the winter of 2023 and the spring of 2024 proved to be very wet. The newly laid self-binding gravel paths proved incapable of absorbing and shedding the downpours. After considerable discussion with the contractor, who were still within their defects liability period, repairs were made in conjunction with a ditch-digging incentive made possible with the help of many volunteers.

The Trustees are indebted to the commitment of its volunteer workforce, many of whom are very recent residents to Cranleigh and neighbours of the Park. During the year volunteers dug ditches, planted whips, cleared the osier bed of fallen wood and weeded relentlessly amongst many other tasks. The high standard of maintenance seen in the Park is directly attributable to their valuable time and efforts. In the forthcoming months a detailed Park Management Plan will be drawn-up that will provide a clearer program of seasonal works and diverse projects towards which volunteers can choose to participate.

Kiosks

Although not in the original plan, KPT was approached by an ice cream vendor and a coffee vendor to locate temporary sales kiosks in the Park. The Trustees considered this idea and decided to trial it. The Moooh Ice Cream and Heartworks Coffee Kiosks have proved very popular throughout the year. A small commission was negotiated which has added to the Park's finances.

Playground

There are two playgrounds differentiated by age for younger and older children. Families regularly picnic within the playground while the children play on equipment made of wood designed to fit in well with the natural look of the park.

The Lake

The Lake has been designed to attract wildlife and encourage the growth of natural water plants, with a pebble beach where visitors can admire the view and get close to the water. Entering the lake whether by a human or domesticated animal is forbidden because of the disturbance to flora, fauna and fowl and the danger to persons getting into trouble. This has proved to be a difficult message for some visitors whose dogs enter the lake, and for some adults and children who try to take a dip. Further signs have been erected and the message is being constantly shared on social media that entering the lake or Littlemead brook is forbidden.

Amphitheatre

The grass Amphitheatre up the hill was not used for performances during this year. However, the Trustees were pleased to see such large numbers of picnickers and families assembling to enjoy the view.

Public Conveniences

The WC block has three open-to-all toilets and one 'Changing Places' facility for people with disabilities that incorporates additional features. They are opened at 7am and closed around 6pm in the summer and earlier in the darker winter months. Cranleigh is very short of public toilets and those at Knowle Park are of the highest quality in the village.

Car Park

While the Park is accessible 24 hours a day, the 60 space car park is closed between 8pm and 6am, as advised by the planning authorities for security reasons. If vehicles were mistakenly parked during those hours, despite the many signs advertising opening hours, the drivers received fines from the operator Euro Car Parks. For the first couple of months fines were waived while visitors became used to the parking hours. Although controversial at first, visitors soon got used to the parking rules and any controversy settled down.

The car park has proved popular because it is cheaper than others in the village and because it has 10 electric charging points, and 5 parking spaces for people with disabilities. However, the Trustees are pleased to note that a large number of visitors have walked or cycled to the Park.

Disruptive Behaviour

There have been a few occasions of disruptive behaviour. For example lake lifebuoys being thrown into the lake, graffiti in the toilets, littering, not picking up dog excrement and noisy groups of young people at late hours. In the north of the park (north of the public footpath 393) dogs must be kept on a lead while they can roam free in the south of the park albeit under the close control of their owners.

The most common disruption to visitors is when dogs are let off the leash in the prohibited areas alarming children, adults and the wildlife protected areas. This continues to be a problem despite additional signage but, on a positive note, the instances have reduced considerably.

Summary

The opening of the park had been eagerly anticipated for such a long time and it was wonderful to see it finally complete after several years of trials and tribulations. Thanks must go to all those who supported the project through all its stages of development, to all those who support it now, and most importantly to Nick Vrijland without whose vision and dedication none of it would have come to fruition.

Financial Statements

Retained Profit for the year ended 31st March 2023: £985,263

Retained Profit for the year ended 31st March 2024: £979,851

Cash at Bank at 1st April 2023: £31,943

Cash at Bank at 31st March 2024: £23,317

Income and Expenditure

The accounts for 2023-2024 show a deficit of £5,412. While this will be regarded as unacceptable in subsequent years it is, however, accepted that in the inaugural year that a number of 'start up' and 'mobilisation' costs have been incurred that will not arise in the future. For instance, the kiosks required hard standing for access to their frontages and other enabling works were associated with their commissioning. Tools were purchased for volunteers to use and several sundry items needed to be purchased that were beyond the scope of the construction contract. With almost a complete year of accounts now available the Trust will be in a position to calculate a budget for the 2024-2025 year that will be rigorously adhered to, mindful that funds must also be saved to build a reserve fund.

Details of Income and expenditure can be found later in this report.

Fixed Assets and Valuation

Valuations for the 3 properties gifted to the trust were prepared at March 2022 market values. These are summarised as follows:

Flat 2 (plot 65) Acer Avenue - 2 Bedroom Ground Floor Apartment with garden and parking £320,000.

Flat 3 (plot 66) Acer Avenue - 2 Bedroom First Floor Apartment with balcony and parking - £310,000.

Flat 4 (plot 67) Acer Avenue - 2 Bedroom Ground Floor Apartment with garden and parking £320,000.

The total value of fixed assets on 31st March 2023 was £950,000. The next valuation will be conducted in March 2025.

Disclosure: This valuation was carried out by Crowes Estate Agents Ltd, and the Principal of that firm is Tim Crowe, a Trustee of Knowle Park Trust. Crowes Estate Agents Ltd also serve as the letting agents for the three properties.

Reserves Policy

The Trust will strive to maintain a policy whereby there is at least six months of unrestricted funds available to cover situations as they may arise from time to time; these are effectively 'reserves'. We firmly believe that as a charity we must have the aim of being in existence in perpetuity; that we should not allow our reserves to fall below the six months expenditure threshold recommended as the normal minimum guideline. In November 2023 a savings account (with interest) was set up with Shawbrook Bank through the Charities Aid Foundation (CAF) in the form of a CAF 60 Day Notice Account. In March 2024 £7,053 had been saved.

Trustees' responsibilities in relation to the financial statements

Law applicable to charities in England and Wales require the trustees to prepare financial statements for each year financial which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of each year. In preparing those financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable accounting standards and statements of recommended practices have been followed subject to any departures disclosed and explained in the financial statements; and prepared the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 1993. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.



Approved by the Trustees on 7th October 2024 and signed on its behalf by:

Martin Bamford (Knowle Park Trust Chairman)

Date

For the Year Ended 31st March 2024



KNOWLE PARK TRUST CIO

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KNOWLE PARK TRUST CIO

CHARITY INFORMATION

For the Year Ended 31st March 2024

TRUSTEES

Bamford, Martin
Wood, Jeffrey
Crowe, Timothy
Boatswain, Lucy
Appointed 11/11/23 Bamford, Andrea
Appointed 11/11/23 French, Rosemary OBE

PRINCIPAL ADDRESS

Sundial House
20 High Street
Cranleigh
Surrey
GU6 8AE

CHARITY NUMBER

1176590

INDEPENDENT EXAMINER

Oakwood Business Consultants
Unit 3, The Dairy
Tilehouse Farm Offices
East Shalford Lane
Guildford, Surrey
GU4 8AE

KNOWLE PARK TRUST CIO

PROFIT AND LOSS ACCOUNT

For the Year Ended 31st March 2024

	Notes	2024 £	2023 £
INCOME			
Rental		45,230	47,460
Donations/Gifts		11,219	950,600
Grants		-	5,000
Operating		28,787	-
Interest		53	-
Gross Profit		85,289	1,003,060
Expenses		90,701	20,640
Net Profit		-5,412	982,420
Profit Brought Forward		985,263	2,843
RETAINED PROFIT CARRIED FORWARD		979,851	985,263

KNOWLE PARK TRUST CIO

BALANCE SHEET

For the Year Ended 31st March 2024

Notes	2024		2023	
	£	£	£	£
Fixed Assets				
Property, Plant & Equipment	956,419		950,000	
Land				
Current Assets				
Debtors	1,290		4,100	
Cash at Bank	23,317		31,943	
Stock				
	<u>24,607</u>		<u>36,043</u>	
Current Liabilities				
Creditors				
Loans				
Accruals		1,175		780
		<u>1,175</u>		<u>780</u>
Net Current Assets	23,432		35,263	
Capital and Reserves		<u><u>979,851</u></u>		<u><u>985,263</u></u>

KNOWLE PARK TRUST CIO

FIXED ASSET BREAKDOWN

For the Year Ended 31st March 2024

Tangible Fixed Assets	Property	P&M	F&F	Totals
Value				
At 1.04.23	950,000			950,000
Additions		1,798	6,228	8,026
Disposals				0
Total	950,000	1,798	6,228	958,026
Depreciation				
Charge for year		360	1247	1607
Net Book Value				
At 31.03.24	950,000	1,438	4,981	956,419

Depreciation Policy

Plant & Machinery (P&M) and Fixtures & Fittings (F&F) are depreciated on a 20% straight line basis. Where this basis is not suitable for the type of Fixed Assets subject, an acceptable alternative method will be applied.

Property Assets are subject to a revaluation in March 2025.

KNOWLE PARK TRUST CIO

CREDITORS AND DEBTORS

For the Year Ended 31st March 2024

Creditors	2024
	£
Amounts falling within one year	
Trade Creditors	-
Loans	-
Accruals and deferred income	1,175
Total	1,175
Debtors	2024
	£
Amounts falling withing one year	
Trade Debtors	1,290
Prepayments	-
Total	1,290

KNOWLE PARK TRUST CIO

EXPENSE ANALYSIS

For the Year Ended 31st March 2024

	2024
	£
Property Costs;	
Agent Fees & Service Charges	7,690
Repairs & Maintenance	791
Other	-
Park Costs;	
Secreterial & Admin	107
Utilities (incl Water)	10,547
Advertising & PR	2,437
Events & Fundraising	544
Cleaning	6,739
General Expenses	1,349
Staff Costs (Training/Clothing)	693
Repairs & Renewals	7,528
Site Development & Maintenance	41,176
Waste Removal	3,012
Vehicle Running Costs	548
Overheads;	
Bank Fees	1
Insurance	4,607
Consulting	150
Depreciation	1,607
Accountancy	1,175
Total	90,701



Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity name:

Knowle Park Trust CIO

On accounts for the year ended

31st March 2024

Charity no (if any)

1176590

Set out on pages

remember to include the page numbers of additional sheets

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

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:

[Signature]

Date:

16/10/2024

Name:

JOZEF COLE MAAT

Relevant professional qualification(s) or body

Member of the Association of Accounting Technicians

(if any):

Address: Unit 3 The Dairy Tuckhouse Farm Offices
East Shalford Lane Guildford GU4 8AE

Section B Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

KNOWLE PARK TRUST

England & Wales - Charity number 1176590

Accounts



**Trustees Annual Report
and Financial Statements**

**Report Period
1st April 2022 to 31st March 2023**

Administrative Information

Charity Name: Knowle Park Trust

Registered Charity No.: 1176590

Principal Charity Address: Sundial House, 20 High Street, Cranleigh, Surrey, GU6 8AE

Bankers: Metro Bank, One Southampton Row, London, WC1B 5HA

Independent Examiner: Oakwood Business Consultants, Unit 3, The Dairy, Tilehouse Farm Offices, East Shalford Lane, Guildford, Surrey, GU4 8AE

Type of Governing Document: Charitable Incorporated Organisation (CIO) Foundation Constitution

Organisations Purposes ('Objects'): The objects of the CIO are the provision and maintenance of areas of open space and public parks for the benefit of the local inhabitants of Cranleigh in the county of Surrey and the surrounding areas in the interests of social welfare and with the object of improving the conditions of life for the said inhabitants. The CIO will carry out its purposes by providing and maintaining a new area of parkland and public open space for use by members of the public.

Note: The Knowle Park site comprises 22.80ha (56.34 acres) and is situated south of the built-up area of Cranleigh's village centre on Knowle Lane.

Trustees: The following have served as trustees during this reporting period:

Chairman:	Martin Bamford	09.01.2018 to date
Interim Hon. Treasurer:	Jeffrey Wood	09.01.2018 to date
Trustees:	Lucy Boatswain	09.01.2018 to date
	Timothy Crowe	09.01.2018 to date
	Nicolaas Vrijland	09.01.2018 to date

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law, FRS 102 (Financial Reporting Standards) and SORP 2015 (Statement of Recommended Practice).

The law applicable to charities in England & Wales requires the trustees to prepare Financial Statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these Financial Statements, the trustees are required to:

- a) Select suitable accounting policies and apply them consistently.
- b) Observe the methods and principles in the current Charities Statement of Recommended Practice (SORP).
- c) Make judgments and estimates that are reasonable and prudent.
- d) State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the Financial Statements.
- e) Prepare the Financial Statements on an accrual basis.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the Financial Statements comply with the Charities Act, Charity Reporting and Accounting Guidance, and the provisions of the trust

deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trust is further responsible for employing staff to undertake key roles pursuant to the administration of the trust and the upkeep of its land and properties. Remuneration will be calculated and reviewed annually with reference to employee experience/qualifications, inflation/price indices, local comparators, and performance monitored through annual reviews conducted by Trustees.

Note: There were no staff employed by the trust during this reporting period but please note the disclosure relating to property valuations at the end of the Financial Statement.

Trustee Selection Methods

Existing Trustees were selected for demonstrating their early support for the project and commitment towards seeing it delivered; they are all local residents and current/retired business owners. The selection of future trustees will be determined by their suitability to champion one or more of the key aspects noted in 'Public Benefits' below.

Public Benefit

The CIO will benefit the general public in Cranleigh and the surrounding areas by providing them with an open space for recreation and leisure pursuits. The space will also be used to host public events, concerts, sport activities and similar events providing further enjoyment and leisure opportunities for the benefit of the general public. In deciding what events may or may not be hosted at the park the trustees will carefully consider the potential benefit of the event to the general public in the surrounding area and weigh that up against any short term limitation the event may place on access to all or part of the park.

The trust is committed to protecting this unique landscape and improving its flora, fauna and wildlife habitats. The Trust will carefully balance this with its use as an amenity and recreation resource for Cranleigh and surrounding areas and develop close ties with the community by focusing on six key aspects of local importance - culture, education, heritage, recreation, ecology and wellbeing. Links will be forged with local societies, groups, institutions and initiatives to ensure that all of the benefits and opportunities that the park can afford are realised.

Funding

The trustees propose to establish a non-voting membership associated with the CIO and will seek donations from those members. The details of how that membership will be structured have not been finalised but in seeking donations from members of the public the trustees will have all due regard to the Commission's 'Know Your Donor' guidance.

Furthermore, The CIO will own three properties on the nearby new housing development. These are being gifted to the CIO and will be rented out to raise funds to support the CIO. The CIO will also raise funds through the provision of a car park and the hosting of some paid for events at the park.

Future Events

General access to the parkland will be available to the public free of charge. The trustees may from time to time decide to host events at the park where an entry fee is charged. In hosting any such events the trustees will carefully consider the impact of the event on access to the parkland. When setting a ticket price, the trustees will carefully balance the need to raise money from the event in order to fund the maintenance of the park against the need to ensure that the event is affordable to as wide a group of the parkland users as possible.

Reserves policy

The Trust will strive to maintain a policy whereby there are six to twelve months of unrestricted funds available to cover situations as they may arise from time to time; these are effectively 'reserves'. We firmly believe that as a charity we must have the aim of being in existence in perpetuity; that we should not allow our reserves to fall below the six months expenditure threshold recommended as the normal minimum guideline.

Review of the year

Monthly Project Team Meetings continued in Cranleigh Arts attended by key members of the design and delivery team as well as representation from Knowle Park Trust (Martin Bamford and Jeff Wood). During this reporting period approximately 65% of the construction work was carried out including:

- Completion of the lake (including the liner)
- Bridge installations
- Amphitheatre formation (including slope stabilisation and turfing)
- Gravel path laying
- Planting
- Playground installation
- Work to the car park (including lighting)
- Construction of the WC building
- Drainage sitewide

The weather proved challenging on site with drought from spring to autumn that culminated in a hose-pipe ban, and a very wet autumn and winter that included severe frosts. This hampered progress somewhat, especially during times of prolonged rainfall and contributed towards the extension of the contract period. The park will be handed over to the trust upon the Practical Completion (PC) of its construction as set out in documents approved by the Local Planning Authority. PC was originally scheduled for the end of December 2022 but was pushed back month-by-month with it still not having been awarded during this financial year. The Trust now expects handover to be sometime in May 2023.

The trustees met regularly to ensure progress was in compliance with the vision for the project and to discuss principals of future policy and management.

It is envisioned that trustee-led teams focusing on the 6 key aspects noted in 'Public Benefits' above will be formed prior to Final Completion*¹ of the project in May 2025. They will meet regularly, reporting back through their appointed trustee at full trustee meetings.

Knowle Park Trust continued to receive rental income from their properties at 2, 3 and 4 Acer Avenue in Amber Parkside, and the revenue from these properties will provide funds towards the ongoing maintenance and management of the park. Additional income will be generated from the car park when it opens after practical completion.

Jeff Wood agreed to become the interim Honorary Treasurer until a suitable replacement can be found. Jeff has had 8 years of relevant experience in this role (2013-2021) with the Parochial Church Council of St Nicolas, Cranleigh. Lauren Hopkins was appointed to provide administrative support for the Trust.

*¹ **Note:** - Final Completion occurs at the end of the Defects Liability/Contractor's Maintenance Period.

Financial Statements

Total Income for the year ended 31 st March 2023:	£53,060
Total Expenditure for the year ended 31 st March 2023:	£20,640

Liquid Assets*² at 1st April 2022: £2,843
Liquid Assets*² at 31st March 2023: £35,263

*² **Note:** - Liquid assets include all funds banked in the trust's bank account. It also includes creditor and debtor liabilities.

Income

Gross rental income amounting to £47,460 accounted for most of the incoming resources. Net rental income after management and renewal fees was £40,015. An additional £5,000 was provided as a grant from Surrey County Council, towards the cost of additional hedge planting. A further £600 was received as a donation from Informed Choice Ltd. A 'gift' of £950,000, to reflect the value of the three properties mentioned above, being gifted to the Trust has been included in this year's accounts. This gift does not reflect any cash received by the Trust but merely the value of the fixed assets. There were debtors amounting to £4,100, paid by Knowle Park Trust for electricity used by the contractor during construction. This will be reimbursed by A2Dominion in the course of the contractor account resolution after Practical Completion.

Expenditure

During this financial period expenditure was as follows:

Apartment energy costs prior to rental occupation:	£1,044
Apartment service charges and ground rent:	£1,452
Setup services from Yu (energy provider) for the park:	£378
Secretarial services:	£175
Insurance broker fees:	£285
Legal and Professional fees:	£1,426* ⁴
Accounting software subscription:	£62
Defibrillator cabinet:	£702
Purchase of additional plants:	£7,671* ³
Management and Repair costs (rental properties):	£7,445

*³ **Note:** – This was payment for additional hedging plants, the cost of which was partially covered with the grant from Surrey County Council noted above under income.

*⁴ **Note:** - Includes an accrual of £780 for accountancy fees (Independent examiner).

Fixed Assets and Valuation

Valuations for the 3 properties gifted to the trust were prepared at March 2022 market values. These are summarised as follows:

Flat 2 (plot 65) Acer Avenue - 2 Bedroom Ground Floor Apartment with garden and parking £320,000.
Flat 3 (plot 66) Acer Avenue - 2 Bedroom First Floor Apartment with balcony and parking - £310,000.
Flat 4 (plot 67) Acer Avenue - 2 Bedroom Ground Floor Apartment with garden and parking £320,000.

The total value of fixed assets on 31st March 2023 was £950,000. The next valuation will be conducted in March 2025. As mentioned previously, the value of the properties has been recognised as a 'gift' in this year's income and expenditure account.

Disclosure: This valuation was carried out by Crowes Estate Agents Ltd, and the Principal of that firm is Tim Crowe, a Trustee of Knowle Park Trust. Crowes Estate Agents Ltd also serve as the letting agents for the three properties.



Approved by the Trustees on 30th August 2023 and signed on behalf of Knowle Park Trust by:

M. Bamford
Martin Bamford (Knowle Park Trust Chairman)

30/08/2023
Date

For the Year Ended 31st March 2023



KNOWLE PARK TRUST CIO

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KNOWLE PARK TRUST CIO

COMPANY INFORMATION

For the Year Ended 31st March 2023

TRUSTEES

Bamford, Martin
Wood, Jeffrey
Crowe, Timothy
Boatswain, Lucy
Vrijland, Nicolaas

PRINCIPAL ADDRESS

Sundial House
20 High Street
Cranleigh
Surrey
GU6 8AE

CHARITY NUMBER

1176590

INDEPENDENT EXAMINER

Oakwood Business Consultants
Unit 3, The Dairy
Tilehouse Farm Offices
East Shalford Lane
Guildford, Surrey
GU4 8AE

KNOWLE PARK TRUST CIO

PROFIT AND LOSS ACCOUNT

For the Year Ended 31st March 2023

	Notes	2023 £	2022 £
INCOME			
Rental		47,460	2,843
Donations/Gifts		950,600	
Grants		5,000	
Gross Profit		1,003,060	2,843
Expenses		20,640	
Net Profit		982,420	2,843
Profit Brought Forward		2,843	
RETAINED PROFIT CARRIED FORWARD		985,263	2,843

KNOWLE PARK TRUST CIO

BALANCE SHEET

For the Year Ended 31st March 2023

Notes	2023		2022	
	£	£	£	£
Fixed Assets				
Tangible Assets	950,000			
Current Assets				
Debtors	4,100			
Cash at Bank	31,943		2,843	
Stock				
	<u>36,043</u>		<u>2,843</u>	
Current Liabilities				
Creditors				
Loans				
Accruals		780		
		<u>780</u>		<u>0</u>
Net Current Assets	35,263		2,843	
Capital and Reserves		<u><u>985,263</u></u>		<u><u>2,843</u></u>

KNOWLE PARK TRUST CIO

ASSET BREAKDOWN

For the Year Ended 31st March 2023

Tangible Fixed Assets	Land & Property	Totals
<hr/>		
Value		
At 1.04.22	950,000	950,000
Additions		
Disposals		
<hr/>		
Total	950,000	950,000
<hr/>		
Depreciation		
Charge for year		
Net Book Value		
At 31.03.23	950,000	950,000
<hr/>		

KNOWLE PARK TRUST CIO

CREDITORS AND DEBTORS

For the Year Ended 31st March 2023

Creditors	2023
	<u>£</u>
Amounts falling within one year	
Trade Creditors	
Loans	
Accruals and deferred income	780
Total	780
	<u><u>780</u></u>
Debtors	2023
	<u>£</u>
Amounts falling withing one year	
Trade Debtors	4,100
Prepayments	
Total	4,100
	<u><u>4,100</u></u>

KNOWLE PARK TRUST CIO

EXPENSE ANALYSIS

For the Year Ended 31st March 2023

	2023	2022
	£	£
Energy Costs (Prior to occupation)	1,044	
Service and Ground Rent	1,452	
Secretarial costs	175	
Insurance	285	
Legal & Professional	1,426	
IT Software	62	
Repairs and Renewals (Rental)	1,250	
Park costs	8,751	
Management Fees (Rental)	6,195	
Energy	-	
Total	20,640	0



Section A Independent Examiner's Report

Report to the trustees/ members of

Charity Name Knowle Park Trust CIO

On accounts for the year ended

31/03/2023 Charity no (if any) 1176590

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 03 2023

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: [Signature]

Date: 24/08/2023

Name: JOZEF COLE MAAT

Relevant professional qualification(s) or body

Member of The Association of Accounting Technicians

(if any):

--

Address:

Unit 3, The Dairy, Tilehouse Farm Offices
East Shalford Lane, Guildford, GU4 8AE

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

--

KNOWLE PARK TRUST

England & Wales - Charity number 1176590

Accounts



Knowle Park

TRUST

Trustees Annual Report and Financial Statements

**Report Period
1st April 2021 to 31st March 2022**

Administrative Information

Charity Name: Knowle Park Trust

Registered Charity No.: 1176590

Principal Charity Address: Sundial House, 20 High Street, Cranleigh, Surrey, GU6 8AE

Bankers: Metro Bank, One Southampton Row, London, WC1B 5HA

Independent Examiner: Oakwood Business Consultants, Honeygreen Barn, Smithbrook Barns, Cranleigh, Surrey, GU6 8LH

Type of Governing Document: Charitable Incorporated Organisation (CIO) Foundation Constitution

Organisations Purposes ('Objects'): The objects of the CIO are the provision and maintenance of areas of open space and public parks for the benefit of the local inhabitants of Cranleigh in the county of Surrey and the surrounding areas in the interests of social welfare and with the object of improving the conditions of life for the said inhabitants. The CIO will carry out its purposes by providing and maintaining a new area of parkland and public open space for use by members of the public.

Note: The Knowle Park site comprises 22.80ha (56.34 acres) and is situated south of the built-up area of Cranleigh's village centre on Knowle Lane.

Trustees: The following have served as trustees during this reporting period:

Chairman:	Martin Bamford	09.01.2018 to date
Trustees:	Lucy Boatswain	09.01.2018 to date
	Timothy Crowe	09.01.2018 to date
	Nicolaas Vrijland	09.01.2018 to date
	Jeffrey Wood	09.01.2018 to date

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law, FRS 102 (Financial Reporting Standards) and SORP 2015 (Statement of Recommended Practice).

The law applicable to charities in England & Wales requires the trustees to prepare Financial Statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these Financial Statements, the trustees are required to:

- a) Select suitable accounting policies and apply them consistently.
- b) Observe the methods and principles in the current Charities Statement of Recommended Practice (SORP).
- c) Make judgments and estimates that are reasonable and prudent.
- d) State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the Financial Statements.
- e) Prepare the Financial Statements on an accruals basis.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the Financial Statements comply with the Charities Act, Charity Reporting and Accounting Guidance, and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable

steps for the prevention and detection of fraud and other irregularities.

The Trust is further responsible for employing staff to undertake key roles pursuant to the administration of the trust and the upkeep of its land and properties. Remuneration will be calculated and reviewed annually with reference to employee experience/qualifications, inflation/price indices, local comparators, and performance monitored through annual reviews conducted by Trustees.

Note: There were no staff employed by the trust during this reporting period but please note the disclosure relating to property valuations at the end of the Financial Statement.

Trustee Selection Methods

Existing Trustees were selected for demonstrating their early support for the project and commitment towards seeing it delivered; they are all local residents and current/retired business owners. The selection of future trustees will be determined by their suitability to champion one or more of the key aspects noted in 'Public Benefits' below.

Public Benefit

The CIO will benefit the general public in Cranleigh and the surrounding areas by providing them with an open space for recreation and leisure pursuits. The space will also be used to host public events, concerts, sport activities and similar events providing further enjoyment and leisure opportunities for the benefit of the general public. In deciding what events may or may not be hosted at the park the trustees will carefully consider the potential benefit of the event to the general public in the surrounding area and weigh that up against any short term limitation the event may place on access to all or part of the park.

The trust is committed to protecting this unique landscape and improving its flora, fauna and wildlife habitats. The Trust will carefully balance this with its use as an amenity and recreation resource for Cranleigh and surrounding areas and develop close ties with the community by focusing on six key aspects of local importance - culture, education, heritage, recreation, ecology and wellbeing. Links will be forged with local societies, groups, institutions and initiatives to ensure that all of the benefits and opportunities that the park can afford are realised.

Funding

The trustees propose to establish a non-voting membership associated with the CIO and will seek donations from those members. The details of how that membership will be structured have not been finalised but in seeking donations from members of the public the trustees will have all due regard to the Commission's 'Know Your Donor' guidance.

Furthermore, The CIO will own three properties on the nearby new housing development. These are being gifted to the CIO and will be rented out to raise funds to support the CIO. The CIO will also raise funds through the provision of a car park and the hosting of some paid for events at the park.

Future Events

General access to the parkland will be available to the public free of charge. The trustees may from time to time decide to host events at the park where an entry fee is charged. In hosting any such events the trustees will carefully consider the impact of the event on access to the parkland. When setting a ticket price the trustees will carefully balance the need to raise money from the event in order to fund the maintenance of the park against the need to ensure that the event is affordable to as wide a group of the parkland users as possible.

Reserves policy

The Trust will strive to maintain a policy whereby there is at least six months of unrestricted funds available to cover situations as they may arise from time to time; these are effectively 'reserves'. We firmly believe that as a charity we must have the aim of being in existence in perpetuity; that we should not allow our reserves to fall below the six months expenditure threshold recommended as the normal minimum guideline.

Review of the year

During this reporting period the Design Team worked towards completing the detailed design and tender documents for the park while satisfying the requirements set by the Local Planning Authority as conditions to the planning consent. While this part of the process was still hampered by the health pandemic progress was achieved at pace and a landscape contractor appointed to construct the park. Groundworks commenced in November 2021 starting with the stripping and storage of topsoil and excavation of the lake. Monthly Project Team Meetings were convened in Cranleigh Arts attended by key members of the design and delivery team as well as representation from Knowle Park Trust (Martin Bamford and Jeff Wood). The park will be handed over to the trust upon the 'practical completion' of its construction as set out in documents approved by the Local Planning Authority. The Trust now expects this handover to be sometime over the winter of 2022-2023.

Knowle Park Trust were gifted 3 two bedroom apartments in the newly developed Amber Parkside development. Rental income from these apartments commenced in March 2022, and the continued income from these properties will provide funds towards the ongoing maintenance and management of the park. Additional revenue will be generated from the car park when it opens after practical completion.

As noted above the trustees met regularly with the design team and key organisations and experts to ensure progress was in compliance with the vision for the project. They also met separately to discuss project progress and principals of future policy and management.

It is envisioned that trustee-led teams focusing on the 6 key aspects noted in 'Public Benefits' above will be formed prior to completion of the project. They will meet regularly, reporting back through their appointed trustee at full trustee meetings.

A treasurer and secretary will be appointed prior to the trust receiving a full year of income and incurring expenditure. An independent examiner has been appointed as noted at the start of this report.

Financial Statements

Total Income for the year ended 31st March 2022: £2,843
Total Expenditure for the year ended 31st March 2022: £0.00

Liquid Assets* at 1st April 2021: £0.00
Liquid Assets* at 31st March 2022: £2,843

*** Note:**

Liquid assets include all funds banked in the trust's bank account. It also includes creditor and debtor liabilities.

Income

All the income was received through the rental of the 3 apartments. There were no debtor liabilities to report in this financial period.

Expenditure

There was no expenditure, nor creditor liabilities, to report in this financial period.

Fixed Assets and Valuation

Valuations for the 3 properties gifted to the trust have been prepared at March 2022 market values. These are summarised as follows:

Flat 2 (plot 65) Acer Avenue - 2 Bedroom Ground Floor Apartment with garden and parking £320,000.

Flat 3 (plot 66) Acer Avenue - 2 Bedroom First Floor Apartment with balcony and parking - £310,000.

Flat 4 (plot 67) Acer Avenue - 2 Bedroom Ground Floor Apartment with garden and parking £320,000.

The total value of fixed assets on 31st March 2022 was £950,000

Disclosure: This valuation was carried out by Crowes Estate Agents Ltd, and the Principal of that firm is Tim Crowe, a Trustee of Knowle Park Trust. Crowes Estate Agents Ltd also serve as the letting agents for the three properties.



Approved by the Trustees on 20th February 2023 and signed on its behalf by:

Martin Bamford (Knowle Park Trust Chairman)

Date

KNOWLE PARK TRUST

England & Wales - Charity number 1176590

Accounts



Knowle Park

TRUST

Trustees Annual Report and Financial Statements

Report Period
1st April 2020 to 31st March 2021

Administrative Information

Charity Name: Knowle Park Trust

Registered Charity No.: 1176590

Principal Charity Address: Sundial House, 20 High Street, Cranleigh, Surrey, GU6 8AE

Bankers: The charity did not hold a bank account during this reporting year.

Independent Examiner: The charity did not have an Independent Examiner during this reporting year as it had yet to hold any cash or fixed assets and there was no turnover.

Type of Governing Document: Charitable Incorporated Organisation (CIO) Foundation Constitution

Organisations Purposes ('Objects'): The objects of the CIO are the provision and maintenance of areas of open space and public parks for the benefit of the local inhabitants of Cranleigh in the county of Surrey and the surrounding areas in the interests of social welfare and with the object of improving the conditions of life for the said inhabitants. The CIO will carry out its purposes by providing and maintaining a new area of parkland and public open space for use by members of the public.

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Review of the year

During this reporting period the park was still being designed in conjunction with a neighbouring housing development. Detailed drawings and tender documents were being prepared and prospective contractors were being sought. The park will be handed over to the trust upon the 'practical completion' of its construction as set out in documents approved by the Local Planning Authority. The Trust now expects this handover to be sometime over the winter of 2022-2023.

A treasurer and secretary will be appointed prior to the trust receiving income and incurring expenditure. Also, an accountant or independent examiner will be appointed at the appropriate time once a bank account has been opened.

Given that the park site was still undergoing detailed design In 2020 the trustees met regularly with the design team and key organisations and experts to ensure progress was in compliance with the vision for the project. They also met separately to discuss project progress and principals of future policy and management.

It is envisioned that trustee-led teams focusing on the 6 key aspects noted in 'Public Benefits' above will be formed prior to completion of the project. They will meet regularly, reporting back through their appointed trustee at full trustee meetings.

Financial Statements

Total Income for the year ended 31st March 2021: £0.00

Total Expenditure for the year ended 31st March 2021: £0.00

Total value of assets owned by the Trust at 31st March 2021: £0.00



Approved by the Trustees on 8th March 2022 and signed on its behalf by:

M. Bamford

Martin Bamford (Knowle Park Trust Chairman)

08/03/22

Date