



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.

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.

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 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