



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01 st	January	2022		31 st	December	2022

Section A Reference and administration details

Charity name

Oakwood Park Community Group

Other names charity is known by

Registered charity number (if any) 1177948

Charity's principal address

c/o Little Oaks,

68 Oakwood Road,

Maidstone, Kent

Postcode

ME16 8AL

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Brian Flinders	Chair		
2	Paul Harper	Vice Chair & Coordinator-Treasurer		
3	Patricia Whitby			
4	Malcolm Peet			
5	Janet Keeley			
6	Lucy Lynch	Social Media and Website		
7	Steven Patrick Lynch			
8	Ron Tressider			
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

--

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Charitable Incorporated Organisation with voting members other than its charity trustees
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Founder Trustees will retire and be eligible for re-election in accordance with the Constitution

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Oakwood Park Community Group is an independent unaffiliated organisation.

Risks to the Charity and its finances are regularly reviewed by the Trustees.

Summary of the objects of the charity set out in its governing document

For the benefit of the inhabitants of Maidstone and the surrounding area ("the area of benefit") 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 their conditions of life for the inhabitants of the area of benefit in particular but not exclusively by the preservation, promotion support, assistance and improvement of Oakwood Park.

Nothing in this constitution shall authorise an application of the property of the CIO for the purposes which are not charitable in accordance with [section 7 of the Charities and Trustee Investment (Scotland) Act 2005] and [section 2 of the Charities Act (Northern Ireland) 2008]

This is our fifth year as a registered charity and Charitable Incorporated Organisation, having been registered on the 13th April 2018.

During the period under consideration, the Charity concentrated on its current project to restore and maintain public access to the Oakwood Park Playing Fields.

The main activities in the period included:

[1] Making Grant Applications

[2] Installation of Electronic gate access equipment to the Queens Road Gate

[3] Continuation of community access to the playing fields via a fob access system requiring an annual subscription.

[4] We held a Jubilee concert to celebrate the Platinum Jubilee of Queen Elizabeth II.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The Oakwood Park Community Group is entirely run by its Trustees and Volunteers.

Over the year about 8 people (including the volunteers) have been involved in undertaking all the activities done by the Group.

Summary of the main achievements of the charity during the year

The period under review covers the period from 1st January 2022 to 31st December 2022 our fifth year of operation. This is our third Trustees Annual Report. The Oakwood Park Community Group (OPCG) becoming registered as a CIO on the 13th April 2018.

The Trustees previously determined that the initial priority for the Charity would be to work to get community/ public access restored to the Oakwood Park Playing Fields. This has been the sole project the Charity has focused on during 2022.

Access was closed off by the St Augustine Academy in March 2017, after the site having been unenclosed within living memory. A group of local people submitted a Town/ Village Green application for the playing fields to be registered under the appropriate legislation. The Oakwood Park Community Group (OPCG) decided if possible with the support of the promoters of the village green application to try to negotiate a compromise approach with the owners of the playing fields St Augustine Academy, Oakwood Park Grammar School and Kent County Council.

Negotiations were successfully completed in February 2020, with a signed licence in September 2020. The headlines of the agreement include:

- Out of School Hours Community Access Restored
- Community Access will be through a scheme managed by the OPCG using a fob entry system via two existing gates.
- Covenants on the site by its freeholders in respect of residents of Oakwood Road to maintain the playing fields as open space, with only possible building being that associated with outdoor educational space.
- The Trustees working with the promoters of the Village Green application to get that withdrawn if the above agreement can be implemented.
- The OPCG to paid all the associated costs £17,300, to install the two electronic gates and the fully hardware and software for the fob access system.

We have during the year 2022 we have continued to successfully raise further grants and been granted the following two grants:

1. £500 from the West Kent Extra LHCF Award, this has been allocated to providing for subsidised fobs for people on welfare benefits.
2. £500 from Local Giving this helped to support the costs of our picnic in the park to celebrate Queen Elizabeth II Platinum Jubilee. The picnic was very successful and we had sports as well as a brass band.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Charity operates on a break-even policy. All activities must be covered by project generated income. Membership subscriptions are to cover the running costs of the Charity and to support our unfunded campaigning work. Reserves would therefore only normally be held in respect of programmed work.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

In the period under review the main sources of income were:

Grants from the following:

1. £500 from the West Kent Extra LHCF Award
2. £500 from Local Giving

Our main income was £2,072.91 from the membership of the fob scheme.

We have a Business Instant Access Account with the Metro Bank, which provides some minimal interest on our funds under deposit whilst they are currently not required.

Section F

Other optional information

.

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Paul Harper	Brian Flinders
Position (eg Secretary, Chair, etc)	Vice-Chair/ Coordinator	Chair
Date		



Oakwood Park Community Group				Charity No (if any)	1177948	CC17a
Annual accounts for the period						
1st January 2022			To	31st	Dec-22	

Section A Statement of financial activities

Recommended categories by activity	Details of own analysis	Note	Restricted					
			Unrestricted funds	income funds	Endowment funds	Total this year	Total last year	
			£	£	£	£	£	
			F01	F02	F03	F04	F05	
Incoming resources (Note 3)								
Incoming resources from generated funds			-	-	-	-	-	
Voluntary income		S01	2,573	500	-	3,073	16,897	
Activities for generating funds		S02	-	-	-	-	-	
Investment income		S03	3	-	-	3	-	
Incoming resources from charitable activities		S04	-	-	-	-	-	
Other incoming resources		S05	-	-	-	-	-	
	Total incoming resources	S06	2,576	500	-	3,076	16,897	
Resources expended (Notes 4-8)								
Costs of Generating Funds			-	-	-	-	-	
Costs of generating voluntary income		S07	-	-	-	-	-	
Fundraising trading costs		S08	-	-	-	-	-	
Investment management costs		S09	-	-	-	-	-	
Charitable activities	0	S10	2,329	959	-	3,288	8,542	
Governance costs		S11	-	-	-	-	-	
Other resources expended		S12	-	-	-	-	-	
	Total resources expended	S13	2,329	959	-	3,288	8,542	
	Net incoming/(outgoing) resources before transfers	S14	248	-	459	-	212	8,355
Gross transfers between funds		S15	-	-	-	-	-	
	Net incoming/(outgoing) resources before other recognised gains/(losses)	S16	248	-	459	-	212	8,355
Other recognised gains/(losses)								
Gains and losses on revaluation of fixed assets for the charity's own use		S17	-	-	-	-	-	
Gains and losses on investment assets		S18	-	-	-	-	-	
	Net movement in funds	S19	248	-	459	-	212	8,355
Total funds brought forward		S20	4,220	6,093	-	10,313	1,957	
	Total funds carried forward	S21	4,468	5,634	-	10,101	10,312	

Section B Balance sheet

	Note	Unrestricted funds	Restricted income funds	Endowment funds	Total this year	Total last year
		£	£	£	£	£
		F01	F02	F03	F04	F05
Fixed assets						
Tangible assets (Note 9)	B01	-	-	-	-	-
	B02	-	-	-	-	-
Investments (Note 10)	B03	-	-	-	-	-
Total fixed assets	B04	-	-	-	-	-
Current assets						
Stock and work in progress	B05	-	-	-	-	-
Debtors (Note 11)	B06	-	-	-	-	-
(Short term) investments	B07	-	-	-	-	-
Cash at bank and in hand	B08	4,468	5,634	-	10,102	10,312
Total current assets	B09	4,468	5,634	-	10,102	10,312
Creditors: amounts falling due within one year (Note 12)	B10	-	-	-	-	-
Net current assets/(liabilities)	B11	4,468	5,634	-	10,102	10,312
Total assets less current liabilities	B12	4,468	5,634	-	10,102	10,312
Creditors: amounts falling due after one year (Note 12)	B13	-	-	-	-	-
Provisions for liabilities and charges	B14	-	-	-	-	-
Net assets	B15	4,468	5,634	-	10,102	10,312
Funds of the Charity						
Unrestricted funds	B16	4,468			4,468	1,256
	B17	-			-	-
Restricted income funds (Note 13)	B18		5,634		5,634	701
Endowment funds (Note 13)	B19			-	-	-
Total funds	B20	4,468	5,634	-	10,102	1,957
Signed by one or two trustees on behalf of all the trustees		Signature		Print Name		Date of approval
				Paul Harper		

Cells highlighted in Yellow contain formulas to add up columns C,D and E but these are not protected cells

Cells highlighted in Blue contain formulas in protected cells. The protection can be removed from the tools menu

Section C Notes to the accounts

Note 1 Basis of preparation

This section should be completed by all charities.

1.1 Basis of accounting

These accounts have been prepared on the basis of historic cost (except that investments are shown at market value) in accordance with:

• Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005);

• and with*

or

• and with the Charities Act.

[** except for the following].

Give details in this box if a different standard has been followed.

* -Tick as appropriate:

- if all relevant disclosures shown in the pack have been given then please tick "Accounting Standards";
- if disclosures completed in these accounts have been restricted to those required by the FRSSE, then please tick "Financial Reporting Standards for Smaller Enterprises (FRSSE)".

** - If no departures from the chosen standards have been made then delete these words; otherwise give details of any changes in the boxes.

1.2 Change in basis of accounting

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year (§ except for the following).

Give details in this box of any material changes that have been made.

§ if no changes have been made to accounting policies then delete these words.

1.3 Changes to previous accounts

No changes have been made to accounts for previous years (§§ except for the following).

Give details in this box of any material changes that have been made.

§§ if no changes have been made to accounts for previous periods then delete these words.

Section C Notes to the accounts (cont)

Note 2 Accounting policies

This standard list of accounting policies has been applied by the charity except for those deleted. Where a different or additional policy has been adopted then this is detailed in the box below.

INCOMING RESOURCES

Recognition of incoming resources

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Incoming resources with related expenditure

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.

Grants and donations

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

Tax reclaims on donations and gifts

Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.

Contractual income and performance related grants

This is only included in the SoFA once the related goods or services have been delivered.

Gifts in kind

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.

Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity.

Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.

Donated services and facilities

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Investment income

This is included in the accounts when receivable.

Investment gains and losses

This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

EXPENDITURE AND LIABILITIES

Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Governance costs

Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

Grants with performance conditions

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.

Grants payable without performance conditions

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

Support Costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

ASSETS

Tangible fixed assets for use by charity

These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt.

Investments

Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.

Stocks and work in progress

These are valued at the lower of cost or market value.

POLICIES ADOPTED ADDITIONAL
TO OR DIFFERENT FROM THOSE
ABOVE

--

Section C **Notes to the accounts** **(cont)**

Note 3 **Analysis of incoming resources**

Incoming resources may be further analysed if this would help the reader of the accounts.

	Analysis	This year £	Last year £
Voluntary income	Oaks Dinner	-	-
	Pub Quiz	-	-
	Fish and Chips	-	-
	Boot and Cake Fair	-	-
	Donations		92
	Fobs	2,073	3,705
	Interest	3	-
	Grant - Awards for All		7,600
	Grant - Kent Reliance Provident Fund		-
	Grant - Groundwork UK Grant		-
	Grant - Charities Trust		-
	Grant - Waitrose Community Fund		-
	Grant - West Kent Extra (Linda Hogan)	500	-
	Grant - Local Giving (Magic Little Grants)	500	500
	Grant - Kent Community Fund		2,500
	Grant - Cobtree		2,500
	Total	3,076	16,897
Activities for generating funds		-	-
		-	-
		-	-
		-	-
	Total	-	-
Investment income		-	-
		-	-
		-	-
		-	-
	Total	-	-
Incoming resources from charitable activities		-	-
		-	-
		-	-
		-	-
	Total	-	-

Section C **Notes to the accounts** **(cont)**

Note 4 **Analysis of resources expended**

Resources expended may be further analysed if this would help the reader of the accounts.

	Analysis	This year £	Last year £
Costs of generating voluntary income		-	-
		-	-
		-	-
		-	-
	Total	-	-
Fundraising trading costs		-	-
		-	-
		-	-
		-	-
	Total	-	-
Investment management costs		-	-
		-	-
	Total	-	-
Charitable activities	Oaks Dinner	-	-
	Fish and Chips	-	-
	Boot and Cake Fair	-	-
	Gate Access installation	762	6,523
	Notice Board	197	686
	Insurance	171	171
	Gate Running Costs	1,437	1,142
	Miscellaneous	720	21
		-	-
	Total	3,288	8,543
Governance costs		-	-
		-	-
	Total	-	-

Section C **Notes to the accounts** **(cont)**

Note 13 **Endowment and restricted income funds**

Please complete this section if the charity has any endowment or restricted income funds.

13.1 Funds held

Please give a brief description of any of the following type of funds held by the charity:

- permanent endowment funds (PE);
- expendable endowment funds (EE); and
- restricted income funds, including special trusts, of the charity (R).

Fund Name	Type PE, EE or R	Purpose and Restrictions

13.2 Movements of major funds

Please give details of the movements of the major funds summarised in the restricted and endowment columns of the Statement of Financial Activities.

Fund names	Fund balances brought forward £	Incoming resources £	Outgoing resources £	Transfers £	Gains and losses £	Fund balances carried forward £
Awards for All Grant	6,778	-	1,144	-	-	5,634
Kent Reliance Provident Fund Grant	-	-	-	-	-	-
Groundwork UK Grant	-	-	-	-	-	-
Charities Trust Grant	-	-	-	-	-	-
West Kent Extra (Linda Hogan) - Grant	-	500	500	-	-	-
Local Giving (Magic Little) - Grant	-	500	500	-	-	-
Cobtree Grant	-	-	-	-	-	-
Kent Community Fund Grant	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total Funds	6,778	1,000	2,144	-	-	5,634

13.3 Transfers between funds

Please give details of any transfers between funds.

From Fund (Name)	To Fund (Name)	Reason	Amount

Note 15

Additional Disclosures

The following are significant matters which are not covered in other notes and need to be included to provide a proper understanding of the accounts. If there is insufficient room here, please add a separate sheet.

The Oakwood Park Community Group signed a licence with Oakwood Park Grammar School, St Augustine Academy and Kent County Council to restore community access to the Oakwood Park Playing Fields. The Oakwood Park Community Group's restricted funds are all currently held in respect of works to implement the community access via the installation of two fob controlled gates access to the Oakwood Park Playing Fields. Works to establish the second gate at Queens Road are still ongoing and fundraising is in hand. Negotiations on restoring community access started in 2016.