

Friends of St James' Park CIO

Annual Return 2023-24

1st May 2023 – 30th April 2024

Additional Notes (added 14th March 2025 by current trustees)

Owing to the resignation of the previous treasurer at the AGM held in September 2023 and the absence of the trustee who has compiled these financial statements submitted at the AGM held on 28th February 2025 and her subsequent resignation on 5th March 2025 without giving further information on the Annual Return 2023 - 24, it has not been possible for the current trustees to fully establish the basis of allocating expenditure to different sub-categories and the extent to which certain events expenses have been netted off against events income.

The reformatting of the accounts from the format used by the charity in previous years appears to have resulted in some small adjustments to comparative figures relating to the previous year's accounts. Having now sought advice and checked against bank account details the current trustees are satisfied there is no evidence that the accounts are substantially in error or misleading.



Friends of St James' Park CIO

Annual Return 2023-24

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1. Notes to the Accounts

Accounts Basis

FoSJP's accounts are done on a cash-accounting basis, i.e. receipts and payments. Annual income for the past four years has been in the region of £60k - £65k, mostly comprised of grants. Some income is raised via FoSJP's numerous events and activities.

General and Restricted Funds

Most of FoSJP's expenditure is accounted for by the Reaching Communities Fund. Most income is allocated to the General (unrestricted) fund. There is also a separate fund for FoSJP's History Group, who carry out their own activities and fundraisers under the FoSJP umbrella. Other small restricted funds arise from time to time.

Monetary Assets

FoSJP's transactions are primarily carried out via online banking with dual-authentication.

In addition to the bank account, FoSJP also has a Paypal account, however this is only used for payments in emergency situations.

Finally, FoSJP has a petty cash fund, which for 2022-23 was heavily used for many different types of expenditure as well as merged donations from Community Club. This practice has been reduced for 2023-24, and stopped entirely for 2024-25, as we seek to significantly improve our financial controls.

Grant Income

FoSJP secured a £250k 5-year grant from the National Lottery's Reaching Communities fund, commencing the end of Jan 2020. This is currently FoSJP's primary source of funding. The grant is received in six-monthly installments of approx £25k. A surplus at the end of Jan 2025 means that the grant can be spread to the end of Jul 2025.

Other small grants have been secured over the past five years.

Coding

For the purposes of public accounts submission, coding is restricted to three tiers, the first being Income/Expenditure.

The second tier of coding is as follows:

01 General Expenditure - includes staff universal to all FoSJP operations

02 FoSJP Groups - splits out specific groups run by FoSJP - twice-weekly Community Club, fortnightly Serendipity (autism focused), and weekly Gardening (volunteers assisting with the upkeep of the park).

03 Events - FoSJP's event days and activities outside of those accounted for by FoSJP's Groups - usually fundraising-orientated.

04 Shirley Local History Group

05 Grants

06 Donations

07 Other Fundraising

08 Volunteer Costs - e.g. travel reimbursements and refreshments (marked as Benefits in Kind).

09 Community Outreach - initiatives furthering the reach and networking opportunities of FoSJP within Southampton, including collaborations with allied organisations. These collaborations are aimed at combining resources to provide activities and opportunities for the benefit of local residents, e.g. the Talking Bench initiative. Community Outreach also includes free activities run by FoSJP that are aimed at a wider audience and focus on community engagement rather than being an exercise in fundraising.

Further coding splits out transactions further, e.g. into exact event dates, employee name etc. For the purposes of confidentiality and commercial sensitivity, these finer coding tiers are not included here.

Events

FoSJP holds regular large events, coded as **03 Events**.

Fundraising income is generated on the day of these large events, and in the days leading up to and following the events. This income might include ticket sales, stall takings, raffles, tombolas, and bucket donations. Such income is coded as follows:

Contributions in Trust - pre-agreed % donations from large vendors, reliant on trust between both parties.

Event Day Income - monies collected on the day and not covered by the other codes.

Pitch Fees - a fixed charge for small stallholders for a pitch on the day.

Raffles - income from any raffles held on the day.

Ticket Sales - income for tickets sold on the day and in advance, for entrants and participants e.g. to the Dog Show and Village Show, and for regular ticketed events e.g. barbecues and concerts.

SumUp machines are used at all events, as well as the ability to pay in cash or via Paypal.

2. Statement of Receipts and Payments for Year Ended 30 April 2024

		2023-24			2022-23
Receipts		GENERAL	RESTRICTED	TOTAL	TOTAL
01 General Expenditure	Supplies	-	-	-	19.81
02 FoSJP Groups	Salaries, NI and Pensions	-	398.34	398.34	-
03 Events	Event Day Income	6,186.44	-	6,186.44	4,117.54
	Contributions in Trust	1,333.40	-	1,333.40	715.00
	Pitch Fees	810.00	-	810.00	620.00
	Ticket Sales	226.26	-	226.26	182.07
	Supplies	-	19.95	19.95	10.00
	Raffles	-	-	-	36.34
04 Shirley Local History Group	Book Sales	-	157.97	157.97	-
	Raffles	-	132.00	132.00	-
	Equipment Sales	-	40.00	40.00	-
05 Grants	Recurring Grants	-	54,360.00	54,360.00	53,884.50
	One-Off Grants	-	3,381.55	3,381.55	299.15
06 Donations	Donations	205.73	213.63	419.36	128.50
07 Other Fundraising	Community Lotteries	152.00	-	152.00	99.00
	Community Supporters	5.00	-	5.00	5.00
08 Volunteer Costs	Benefits in Kind	-	368.15	368.15	-
		8,918.83	59,071.59	67,990.42	60,116.91

		2023-24			2022-23	
Payments		GENERAL	RESTRICTED	TOTAL	TOTAL	
01 General Expenditure	Salaries, NI and Pensions	-	16,462.02	16,462.02	17,296.61	
	Office Hire	-	1,710.00	1,710.00	4,458.00	
	Equipment Purchases	-	1,708.18	1,708.18	-	
	Insurance	-	694.72	694.72	684.91	
	Training	-	427.20	427.20	63.00	
	Supplies	-	112.51	112.51	956.52	
	Mobile Phone	-	160.26	160.26	-	
	Benefits in Kind	-	142.85	142.85	147.12	
	Advertising and Publicity	-	67.80	67.80	1,708.00	
	Software and Subscriptions	-	59.99	59.99	194.48	
	PAT Testing	-	-	-	127.07	
	Sessional Work	-	-	-	85.50	
02 FoSJP Groups	Salaries, NI and Pensions	-	15,110.06	15,110.06	8,578.88	
	Venue Hire	-	9,120.00	9,120.00	3,159.00	
	Sessional Work	-	1,046.75	1,046.75	5,186.90	
	Supplies	-	125.42	125.42	520.86	
	Equipment Purchases	-	-	-	57.45	
03 Events	Salaries, NI and Pensions	-	8,128.77	8,128.77	7,504.58	
	Equipment Hire	-	946.44	946.44	1,431.27	
	Activity Hire	-	425.00	425.00	-	
	Supplies	-	317.67	317.67	241.79	
	Equipment Purchases	-	128.95	128.95	-	
	Venue Hire	-	72.00	72.00	108.00	
	Event Day Income	50.00	-	50.00	400.00	
	Pitch Fees	30.00	-	30.00	30.00	
	Advertising and Publicity	-	15.77	15.77	110.62	
	Performers and Speakers	-	-	-	760.00	
04 Shirley Local History Group	Performers and Speakers	-	78.48	78.48	66.62	
	Supplies	-	24.30	24.30	2,232.98	
05 Grants	One-Off Grants	-	186.00	186.00	-	
08 Volunteer Costs	Benefits in Kind	-	368.15	368.15	35.00	
	Travel	-	10.66	10.66	-	
09 Community Outreach	Salaries, NI and Pensions	-	4,776.27	4,776.27	3,735.71	
	Travel	-	27.15	27.15	-	
	Supplies	-	8.00	8.00	-	
	Advertising and Publicity	-	1.08	1.08	-	
	Equipment Purchases	-	-	-	290.03	
		80.00	62,462.45	62,542.45	60,170.90	
SURPLUS / DEFICIT		8,838.83	- 3,390.86	5,447.97	-	53.99
Balance brought forward 1st May 2023		16,041.64	39,817.91	55,859.55		
Corrections to balances brought forward 1st May 2023		447.01	- 440.68	6.33		
Balance carried forward 30th April 2024		25,327.48	35,986.37	61,313.85		

This correction due to a significant quantity of petty cash data being omitted from the submission for 2022-23

Note added by current trustees 14 March 2025


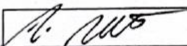
We have not currently been provided with details to explain the above statement.

3. Statement of Monetary Assets and Liabilities as at 30 April 2024

	2023-24	2022-23
Monetary Assets	TOTAL	TOTAL
Current Account	61,313.85	55,833.19
Paypal	-	-
Petty Cash	-	32.69
Total Monetary Assets	61,313.85	55,865.88

	2023-24	2022-23
Represented by Funds	TOTAL	TOTAL
GENERAL	25,327.48	16,488.65
Total General Funds	25,327.48	16,488.65
RESTRICTED		
Asda Grant 2023	186.00	-
Banner Fund	335.00	335.00
SCC Festival Grant 2023	1,256.25	-
SCC VE 75 Grant	-	500.00
Shirley Local History Group	4,159.62	3,718.80
Reaching Communities Fund	28,884.44	33,658.37
SVS Litterpicking 2023	9.12	9.12
Gardening Fund	1,155.94	1,155.94
Total Restricted Funds	35,986.37	39,377.23
Total Funds	61,313.85	55,865.88

4. Independent Examiner's Report

Section A		Independent Examiner's Report	
	CHARITY COMMISSION FOR ENGLAND AND WALES	Independent examiner's report on the accounts	
Report to the trustees	Charity Name Friends of St. James Park		
On accounts for the year ended	30/04/2024	Charity no (if any)	1177957
Set out on pages	2 <small>(remember to include the page numbers of additional sheets)</small>		
Responsibilities and basis of report	<p>I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30 / 04 / 2024.</p> <p>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").</p> <p>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.</p>		
Independent examiner's statement	<p>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:</p> <ul style="list-style-type: none">• 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. <p>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.</p> <p><i>* Please delete the words in the brackets if they do not apply.</i></p>		
Signed:			Date: 27/02/2025
Name:	Alastair Rutt		
Relevant professional qualification(s) or body (if any):			
Address:	34 Twyford Avenue, Upper Shirley, Southampton, SO15 5NP		
IER	1	Oct 2018	

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.

I have examined the digital records of the accounts taken and am confident in the methodology and recording of these.
I have not compared this to actual bank accounts during this examination.
The current chair Sarah Anderson who's pulled these together had to take on board an incomplete set of previous records which has led to some holes in exact details around where some expenses and income have originated.
Within these small caveats I am confident the records are a fair and accurate representation of the monies received and spent.