

FRIENDS OF SCARR BANDSTAND

TRUSTEES ANNUAL REPORT

27th JANUARY 2021- 30 APRIL 2022

The period covered by this report is from the inception of the CIO until the end of the first financial year.

1. STRUCTURE, GOVERNANCE AND MANAGEMENT

NAME OF CHARITY:	FRIENDS OF SCARR BANDSTAND
CHARITY REGISTRATION NUMBER:	1193272
ADDRESS OF PRINCIPAL OFFICE:	Climpers, Clements End, Coleford, GL16 8LL
TRUSTEES DURING THE REPORTING PERIOD:	Roger James Keith Walker Michael Butler Alison Collison

These are the first Trustees of the charity, approved at an Extraordinary General Meeting held on 26 March 2021.

Governing document: Charity Commission approved Constitution

Constitution of charity: Charitable Incorporated Organisation

Methods used to recruit and appoint new charity trustees:

Any person can apply to become a Trustee, if they meet the criteria laid out in the Constitution.

The existing Trustees and Members may ask any person if they wish to become a Trustee if they meet the criteria laid out in the Constitution.

Provisions for appointment as charity trustee:

Members of Friends of Scarr Bandstand or the Trustees can appoint a new Trustee either to replace a retiring Trustee or in addition to the existing Trustees, up to a maximum of 12 Trustees.

At the first Annual General Meeting of the CIO, in May 2022, all the current Trustees will stand down in accordance with the Constitution. They will then stand for re-election if they so wish.

It is hoped that at this Annual General Meeting, a fifth Trustee will be appointed.

Full provisions regarding Trustee appointments and duties are given in the Constitution.

Management:

The Trustees appoint a Chairman, Treasurer and Secretary, together with a small team of other Trustees and Members for the day-to-day management of Friends of Scarr Bandstand.

As well as the Annual General Meeting, Members' meetings are held at intervals, for which a Treasurers' Statement is presented together with accounts. Members are kept informed of the Trustees' actions via newsletters and emailed updates. Major decisions are taken at members' meetings or at the AGM.

Due to Covid restrictions and safety concerns during 2021, Members' meetings have been held via Zoom. It is hoped that face-to-face meetings will be able to resume during 2022, beginning with the AGM.

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2. OBJECTIVES AND ACTIVITIES

OBJECTIVES

The purposes of Friends of Scarr Bandstand as set out in the Constitution are:

to promote the preservation, restoration, maintenance, and improvement of "Scarr Bandstand" and to encourage both a greater recreational use by the public of the facilities available and high standards in the provision of such facilities, particularly those centred around the bandstand.

MAIN ACTIVITIES UNDERTAKEN IN RELATION TO THE OBJECTIVES AND FOR THE PUBLIC BENEFIT

Preservation: the likelihood of the continued preservation of the site for the public benefit has been enhanced by successful events during the summer of 2021 when hardly any other local events were taking place. The events produced local goodwill, with much local publicity, leading to greater local awareness and pride in the site.

Restoration: plans for a permanent roof for the Bandstand are ongoing. Detailed plans have been drawn up by a London architect, acoustician, and structural engineer. Forestry England have approved the plans. However, it has been impossible to find a company to quote for the work. It is hoped that companies will come forward once the backlog of work caused by Covid has been dealt with. If no company can be found, a simpler design roof will be investigated.

Maintenance: West Dean Parish Council now takes responsibility for arranging the mowing of the site, as well as handling the insurance. The new Parish Clerk is aware of the site and is fully supportive.

Improvements:

- a) Gates to the car-parking area around the football field re-sited to improve the flow of cars.
- b) Pedestrian gate at the bottom of the site re-sited.
- c) The entrance drive to the site resurfaced.
- d) The lower car park scraped.
- e) Gazebos purchased.
- f) Defibrillator purchased.
- g) Generator with greater power and cleaner running system purchased.
- h) Tea urn, plus cable, plus cable covers purchased.
- i) Posts and wires for season banner at entrance.

Encouraging Greater Recreational Use by The Public

Public awareness of the site has increased due to:

- a) Running successful season of events
- b) Keeping the site well-maintained
- c) Good and repeated publicity
- d) School visit
- e) New event: "Hospital Saturday" supporting local NHS and as a tribute to the history of the Scarr Bandstand: extra publicity and goodwill.
- f) Public "litter pick" organised by Forestry England

General recreational use by the public is now continuous: the site and surrounding woodland are used by families and dog-walkers every day. Litter and vandalism have decreased to almost zero.

A number of requests for information about hiring the site were received, and the site was booked for:

- 1) Photoshoot for book cover (cancelled due to Covid)
- 2) St Johns Academy School Year 6 visit (brass band demonstration, plus talk by Friends of Scarr Bandstand, leading to a display in Coleford Library of the student's designs for a permanent roof)
- 3) Music video shoot
- 4) Proms at the Bandstand: major annual event organised by Lydbrook Brass Band (first time at the Bandstand)
- 5) Private party with band
- 6) Zumba class

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7) "Breathe In, Sing Out" class held by local lung-health charity

The increasing facilities that Friends of Scarr Bandstand are able to offer (e.g. gazebos, chairs, tables, good generator, defibrillator) will encourage more groups to consider booking the site.

The Trustees note:

The school visit from St Johns Academy was especially welcome, as this increased awareness and appreciation of the site by the next generation of locals. It is hoped that this visit will be repeated for future Year 6 students.

The Trustees hope for an increase in the use of the site for activities organised by local groups.

Providing High Quality Events for Locals And Visitors

Summer 2021 was challenging due to the uncertainty over Covid restrictions being either lifted or extended. Forestry England were unable to confirm whether events would be permitted on their land until very late in the planning process and issued the wrong information which had to be challenged. Six events were planned, four with free entry. All dates had to be altered, and then two events in June and early July had to be cancelled when the Covid restrictions were extended at the last minute.

However, the four remaining events went ahead with record audiences.

Number of Public benefitting directly from events:

Artists	14
Participants	288
Live Audience	829
Audience via local radio	3000 (estimate)

TOTAL 4131

TRUSTEES' PLANS IN RELATION TO ITS OBJECTIVES

The Trustees are satisfied that the direction in which Friends of Scarr Bandstand is currently heading meets its objectives. There is continued progress in all areas, with resultant great public benefit both to locals and visitors.

The Trustees intend to continue with the current methods of raising funds via donations, raffles, funding, sponsorship, Forest Lottery and membership fees in order to preserve, restore, maintain and improve the Scarr Bandstand and its site. Becoming a charity has added the financial advantages of Gift Aid, some zero-rated VAT items, and cheaper event insurance.

The next main goal is the provision of a permanent roof.

The Trustees appreciate that good relationships with local public bodies and groups are essential. Contact has been established during this year with Coleford Town Council, as well as continuing contacts with Forestry England and West Dean Parish Council. A bid for one-off funding from Gloucestershire County Council was successful, although it is realised that this is unlikely to be an on-going source of funding. Links with Sling Football Club and with Friends of Dilke and Lydney Hospitals have been established.

The summer season of events will continue as this provides great public benefit and keeps the public's awareness of the site at a high level. Events will only be undertaken if sufficient funding can be obtained to ensure a high standard of performance without risk to Friends of Scarr Bandstand's financial stability. The Trustees will continue to interrogate the summer season's costings, e.g. ticketing some events, keeping brass band events free, raising funds from catering and other sources.

The other important factor in the continuing success of the summer season is having enough willing volunteers to run the events.

The Trustees would like to see more community groups organising their own events at the Bandstand, as this will further increase the public benefit of the site. The Trustees will continue to work towards this goal.

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THE TRUSTEES HAVE HAD REGARD TO THE CHARITY COMMISSION'S GUIDANCE ON PUBLIC BENEFIT.

VOLUNTEER HOURS 27th JAN 2021-31 MARCH 2022

Recorded volunteer hours for this period: 1,636

2021 produced particularly high volunteer hours due to the admin involved in rescheduling and cancelling events, and coping with Covid rules.

The Trustees note:

Friends of Scarr Bandstand is run entirely by volunteers, and the objectives of the charity could not be accomplished without their time and expertise.

3. FINANCIAL REVIEW

Review of Financial Position on 31st March 2022

The Receipts and Payment figures at year end of 31st March 2022 were £14,049 and £9,685 respectively, resulting in a net balance of +£4,363. Friends of Scarr Bandstand were reconstituted from a constituted community group (CCG) to a charity (CIO), achieving charitable status on 27th January 2021. Adding the net balance to the cash funds transferred from the CCG (£13062), results in a total in cash at year end of £17,426.

The CIO does not currently have any investments, debts, or potential liabilities under guarantee. There are currently no uncertainties about the CIO continuing as a going concern.

Policy for Holding Reserves

- Following the restoration of the Bandstand and Arena in 2017, Friends of Scarr Bandstand adopted a policy, that to re-establish the venue as a viable venue, as many events as possible should be 'free to attend'. To achieve this, sponsorship is sought for performers fees, and other expenses are largely met from grant aid funding. Both elements are sought in the financial year prior to the actual Season of Events, therefore sponsorship funding is recorded as 'reserved' and grant aid funding as 'restricted'.
- The CIO is also working to re-establish a canopy (roof) on the bandstand to ensure that events can continue in the event of inclement weather. Various elements of funding are 'reserved' or 'restricted' to this end.
- The CIO also seeks grant aid on an opportunistic basis to help with specific future costs, to ensure continuing financial viability.
- The CIO also has a policy to accumulate sufficient unrestricted funds (Headroom) to ensure match funding is available for grant aid funding (events), and that in the event of such grant aid being unavailable, sufficient 'Headroom' exists in the CIO financial reserves to ensure that a subsequent Season of Events can be promoted at the Bandstand.

To summarise; the CIO operates a single business current account, and the cash total of £17,426 held in the account on 31st March 2022 is subdivided into £8,263 of restricted funds and £9,163 of unrestricted funds. The restricted funds are composed of accrued grant aid funding. In addition, the CIO reserves funds for specific projects and purposes. The total amount of Restricted and Reserved Funds on 31st March was £12,574, leaving the balance of unrestricted funds (headroom) of £4,852.

Signed by one of the trustees on behalf of all the trustees

Signature	Print Name	Date of Approval
	KEITH WALKER	12/07/2022

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Receipts and payments accounts

For the period from	Period start date 27/01/2021	To	Period end date 31/03/2022
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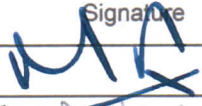
Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Members subscriptions	511	-	-	511	-
Collections at events	852	-	-	852	-
Donations	356	-	-	356	-
Food & Drink Sales	191	-	-	191	-
Incidental Lottery	584	-	-	584	-
Mask sales	737	-	-	737	-
2022 Brochure Advert Sales	50	-	-	50	-
Ticket Sales (Theatrical Events)	1,744	-	-	1,744	-
Sponsorships	-	-	-	-	-
Forest Lottery	571	-	-	571	-
Miscellaneous	-	-	-	-	-
Arena Hire Charges	300	-	-	300	-
Grants	-	8,153	-	8,153	-
Sub total (Gross income for AR)	5,896	8,153	-	14,049	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	5,896	8,153	-	14,049	-
A3 Payments					
Admin expenses	-	-	-	-	-
Events Licensing	-	-	-	-	-
Sundry	504	-	-	504	-
Cost of food & drink sales	-	-	-	-	-
Performers fees (events)	500	-	-	500	-
Insurance	-	-	-	-	-
Balancing payments (Theatrical Events)	1,016	-	-	1,016	-
Architects Fees (FOSB contribution)	250	-	-	250	-
Arena Hire Refunds	80	-	-	80	-
ACE Budget 2021 season (excl Asset purchases)	1,288	4,241	-	5,529	-
ACE Budget 2022 season	-	91	-	91	-
Sub total	3,638	4,332	-	7,970	-
A4 Asset and investment purchases, (see table)					
ACE Budget 2021 - Zettle card reader	8	27	-	35	-
ACE Budget 2021 - Samsung mobile phone	27	88	-	115	-
ACE Budget 2021 - Hyundai generator	324	1,066	-	1,390	-
ACE Budget 2021 - Tea urn & accessories	41	134	-	175	-
Sub total	400	1,315	-	1,715	-
Total payments	4,038	5,647	-	9,685	-
Net of receipts/(payments)	1,858	2,506	-	4,364	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	7,305	5,757	-	13,062	-
Cash funds this year end	9,163	8,263	-	17,426	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	LLOYDS BUSINESS ACCOUNT	9,163	8,263	-
		-	-	-
		-	-	-
	Total cash funds	9,163	8,263	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets			Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
	59 folding chairs	Restricted	666	-
	30 band chairs	Restricted	360	-
	Defibrillator	Restricted	905	-
	Public address system	Restricted	418	-
	3 Gazebos	Restricted	600	-
	Zettle card reader	Restricted	35	-
	Samsung mobile phone	Restricted	115	-
	Hyundai DHY60000SE generator	Restricted	1,390	-
	Tea urn & accessories	Restricted	175	-
B5 Liabilities		Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature



Print Name

MICHAEL BUTLER
 KEITH WALKER

Date of approval

12.07.22
 12.07.22

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Notes to Receipts & Payments Accounts for the period
27/01/2021 to 31/03/2022

*To be read in conjunction with the completed Charity
Commission Form CC16a for said reporting period*



FOSB – Notes to Financial Statement (Charity Commission Form CC16)

1. Friends of Scarr Bandstand became a Registered Charity (CIO) on 27th January 2021. Friends of Scarr Bandstand previously existed as an unincorporated community group. Following a vote of members of Friends of Scarr Bandstand (unincorporated community group), the sum of £7308 shown in the 'Cash funds at last year end' unrestricted column and the sum of £5754 'Cash funds at last year end' restricted column was transferred from Friends of Scarr Bandstand (unincorporated community group) to Friends of Scarr Bandstand (CIO) on 27th January 2021. The restricted funding figure of £5754 represent unspent grant aid funding in reporting period 2019-2020 intended for spending in reporting period 2020-2021. The Covid19 pandemic caused all events at the bandstand to be cancelled in the reporting period 2020-2021, so with the agreement of Arts Council England and West Dean Parish Council, the funding was transferred to Friends of Scarr Bandstand (CIO) on 27th January 2021.
2. Restricted and reserved funding. The restricted funding figures in the report relate to grant funding awarded to the charity. The figure shown in the unrestricted funds column in A3 payments section, & A4 Asset purchases ('Grant spend'), represents match funding provided from the charity's reserves. The charity operates with one bank account and manages and controls the restricted and reserved funding via a spreadsheet. At 31/3/2022 the total restricted and reserved funding was £12823.35.
3. Ticket sales (Theatrical Events). Ticket sales for theatrical events are made independently both by the charity and the production companies of the events. The charity benefits from an agreed sales split with the production companies. Balancing payments are made to the production companies to align the ticket sales with the agreed split.
4. The 'Sundry' payment of £504 represents two payments of £252 each, made respectively to Friends of Lydney Hospital & Friends of Dilke Hospital, following collections made at the 'NHS Saturday' event on 28/08/2021.
5. Excepting theatrical events, all other events at Scarr Bandstand organised by Friends of Scarr Bandstand are currently 'free to attend' for members of the public. This is achieved through sponsorships, which cover performers fees, and grant aid, which covers all other costs of organising the events. Specific grant aid and matched funding is managed and controlled for reporting purposes via a spreadsheet.
6. Friends of Scarr Bandstand have no potential liabilities under guarantee outstanding at the date of the statement of assets and liabilities, 31st March 2022 (see Financial Statement).
7. Friends of Scarr Bandstand have no debts outstanding at the date of the statement of assets and liabilities, 31st March 2022 (See Financial Statement), which is owed by Friends of Scarr Bandstand, and which is secured by an express charge on any of the assets of Friends of Scarr Bandstand.



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

FRIENDS OF SCARR BANDSTAND

On accounts for the year
ended

31/03/2022

Charity no
(if any)

1193272

Set out on pages

1-3

(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 31/03/2022.

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 (~~other than that disclosed below~~) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn 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:

CHD

Date:

06/07/2022

Name:

CECILE HUNT

Relevant professional
qualification(s) or body
(if any):

FMAAT
ASSOCIATION OF ACCOUNTING TECHNICIANS

Address:

45 ALLASTON ROAD

LYDNEY

GLOS GLIS5SS

Only complete if the examiner needs to highlight 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.

NOTHING TO DISCLOSE