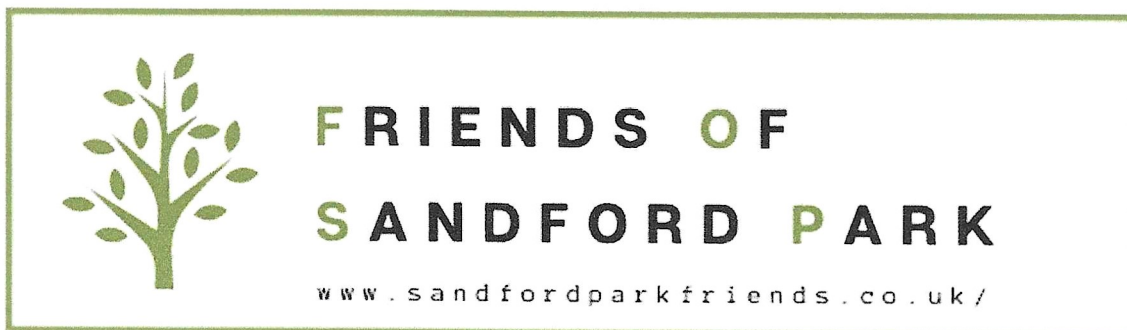




2023 -24 ANNUAL REPORT TO THE CHARITY COMMISSION

1. REFERENCE & ADMINISTRATIVE DETAILS

The Friends of Sandford Parks (FOSP) is a Charitable Incorporated Organisation (CIO) that was registered on 22 May 2023, and its registered charity number is 1203191.

This report covers the accounting period from 22 May 2023 until 31 August 2024.

FOSP's registered address and principal office address is:

4 Belgravia Court, 116 London Road, Cheltenham, Gloucestershire, GL52 6HJ

The current FOSP Trustees are:

Richard Dominic Dickens Wooley – Chair, appointed 22 May 2023

Anne Evans OBE, MA – Vice Chair, appointed 22 May 2023

Celia Mary Macnab, appointed 22 May 2023

Kenneth Charles Lynton Ross, CC Contact appointed 22 May 2023

Nigel Gilhead, appointed 24 July 2023

Ian Alexander Johnstone, Treasurer appointed 14 October 2024.

Barbara May served as a trustee from July 2023 until March 2024.

2. STRUCTURE, GOVERNANCE & MANAGEMENT

The Friends of Sandford Park (FOSP) was established as an unincorporated membership group in 2014. The members conduct fund raising, litter picking and park maintenance activities. FOSP liaises with Cheltenham Borough Council and campaigns to preserve and enhance the Parks' facilities. With revenue exceeding £5,000, it became necessary to register the organisation as a charity and, in May 2023, FOSP was registered as a Charitable Incorporated Organisation (CIO).

FOSP is an independent CIO and is governed by a constitution that closely follows the Charity Commission's Model Constitution for a CIO with a voting membership ('Association Model Constitution'). General Meetings for the membership are held quarterly, and the trustees meet every four to six weeks to manage the charity's activities. The Constitution requires a minimum of four trustees.

In August 2024, FOSP's membership included 74 subscribing members and 11 honorary members.

FOSP has no employees and does not own or lease any land or buildings. FOSP's assets are limited to cash funds plus materials and equipment. The total value of the materials and equipment is less than £200.

As FOSP's gross income is less than £500,000, the charity's accounts have been prepared on a Receipts and Payments basis and have been subjected to an independent examination.

3. OBJECTIVES AND ACTIVITIES

General

FOSP's Objectives are for the benefit of the inhabitants of Cheltenham 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 Sandford Parks.

FOSP raises funds for Park infrastructure such as lighting, exercise equipment, seating and table tennis tables. We also raise funds for planting and horticultural restoration. Our members help with park maintenance and conduct regular litter picking. We are currently campaigning to raise funds for installing heritage information signs and for upgrading the Sandford Park playground. FOSP liaise closely with the Cheltenham Borough Council (CBC) who own and manage the Sandford Parks.

2023-24 Activities

The Friends of Sandford Parks (FOSP) has experienced a successful 2023-24 financial year. Our membership numbers have increased, as have our local helpers who volunteer for monthly gardening and for fortnightly litter picking. Our local community has expressed thanks and pride in the care of their two local parks. FOSP has raised its profile through regular newsletters and social media, resulting in being a respected voice in the community. It is one of the four chosen charities to contribute to and benefit from the Cheltenham Mayor's fundraising.

Since May 2023, we have seen the installation of Phase One Fitness equipment, consisting of four items of outdoor exercise equipment. This phase was secured via a grant of £2,000 from the CBC Coronation fund and £4,770 from the funds that were transferred from the FOSP Membership Group to the FOSP CIO in May 2023. The success of Phase One was followed by further fundraising for Phase Two, bringing in additional funds of £7,087 which purchased additional mobility and wheelchair accessible items. We wish to express our particular thanks to the Gloucestershire Disability Fund and to Cheltenham Round Table for their grants of £2,500 and £3,200. FOSP provided a further £1,386 using the surplus from our 2022 Jubilee Jolly event.

We responded to a community request, conducted careful research and applied for funds to enable the 'Safer Sandford' lighting project to take place. The award of a grant for £13,000 from the Cheltenham Neighbourhood Community Infrastructure Levy Fund 2023 was matched by a grant of £13,000 for Safer Streets from the Office of the Police Crime Commissioner (OPCC) plus a contribution of £3,000 from Gloucestershire County Council (GCC). The result is six new streetlights which line pathways and make the park routes safer after dark.

A further grant of £7,400 was awarded from GCC's Build Back Better fund for the installation of security bollards at park entrances. These became important after several incursions by travellers who had taken up residence in Sandford Park.

Our thanks also go to the Jockey Club's Gold Cup 100 Fund for £2,000 for new park seats and to Cheltenham North Rotary Club for their £800 donation towards seating. Cheltenham North Rotary Club also donated purple crocus bulbs which were planted by pupils of St John's School in the autumn of 2023. More were added last autumn as part of Rotary's campaign to eradicate polio across the world.

FOSP is one of the Mayor of Cheltenham's (2024-25) charities and as such, is involving our members in several activities. A large music event in the park was held in September 2024 but some of the revenue and expenditure relates to this financial year. Similarly, an event involving Dame Prue Leith is led by FOSP but will be reported next year. It has been an active period for the Friends of Sandford Parks and marks our first accounting year as a registered charity. Our aim is to enhance opportunities for all our

local community, regardless of age and ability, in order that they may benefit from local resources. We are proud to be achieving these aims and bringing added value to our local community.

4. ACHIEVEMENTS & PERFORMANCE

During the 15-month accounting period, we applied for and received restricted grants totalling £30,900. Our other receipts totalled £8,834. We contributed £33,560 to five separate projects within the Sanford Parks. In May 2023, we received £6,758 as the balance of funds from the FOSP Membership Group and at the end of the accounting period we had a balance of £4,797, including £394 in our general account.

During this financial period, our subscribing membership increased from 64 to 74. Our members completed numerous litter picks, monthly park maintenance activities and during the last three months, they were involved in preparing for the Music event that was held in Sandford Park (East) on 8 September 2024.

In 2023, Sandford Parks secured a national Green Flag award, and a new flagpole was erected in early 2025. We now hope to work with Cheltenham Borough Council to secure Green Heritage status in 2025.

5. FINANCIAL REVIEW

The total receipts for the accounting period up to 31st August amounted to £39,734. This figure includes restricted funds totalling £38,575 and £1,159 in unrestricted funds. Included within these figures are £6,157 in restricted and £601 in unrestricted funds received in May 2023 from the previous FOSP Membership Group.

The total expenditure amounted to £34,937, including £33,560 of restricted funds that contributed to five projects within the Parks. £611 of restricted funds were used for fundraising expenses and £766 of unrestricted funds were spent on publicity and administrative expenses.

Cash funds at the end of the financial year amounted to £4,797. This figure is comprised of £4,404 in restricted funds and £394 in unrestricted funds.

FOSP seeks to ensure that membership subscriptions are sufficient to cover our general and marketing costs. However, for this financial year our subscription income was £448, and our total unrestricted costs amounted to £766.

Our Reserves Policy is to ensure that there are sufficient unrestricted funds to cover general and marketing costs for at least six months. The Trustees consider that a

reserve of £200 is sufficient for this purpose. Expenditure on charitable projects is always limited to the restricted fund that have been received.

6. FUNDS HELD AS CUSTODIAN TRUSTEES ON BEHALF OF OTHERS

Each charity project is separately accounted for, and the pertinent details are as follows:

Exercise Equipment Project – Phase I

In May 2023, we received restricted funds for this project from the previous FOSP Membership Group in the sum of £6,157. These funds were comprised of £3,357 raised from the Jubilee Jolly event held in June 2022, a surplus of £1,800 from their Table Tennis project and £1,000 in private donations. In July 2023, we also received a grant of £2,000 from CBC's Coronation Fund.

In September 2023, four items of outdoor exercise equipment were installed in Sandford Park (East) at a cost of £6,770, leaving a balance of £1,387 to help fund Phase II of this project.

Safer Sandford Lighting Project

In August 2023, we were advised that FOSP's grant application to the Cheltenham Neighbourhood Community Infrastructure Levy (CIL) Fund had been successful. FOSP were awarded £13,000 towards the Safer Sandford Lighting project. This project resulted from several years of campaigning for improved lighting within the park and involved the installation of six new lights. The installation work was carried out by Gloucestershire County Council (GCC) in March 2024 at a total cost of about £29,000.

To avoid liability insurance costs, the FOSP award funds were held in trust by CBC until payment was made to GCC in April 2024.

Security Bollards Project

Due to the intrusion of unauthorised caravan campers within Sandford Park (East), a project for installing additional security bollards was quickly arranged and FOSP received a successful grant application from the CBC's Build Back Better fund in the sum of £7,400 in February 2024. This amount was paid to CBC after they had completed the installation work in March 2024.

Exercise Equipment Project – Phase II

Phase II of this project involved the installation of four additional items of outdoor exercise equipment, three of which are designed for disabled users. The contract cost for installing this equipment amounted to £7,829. A total of £7,087 was raised by FOSP for this phase of the project. This sum is comprised of a grant of £2,500 from the Gloucestershire Disability Fund,

a grant of £3,200 from Cheltenham Round Table (CRT) and £690 from the residual funds from Phase I. CBC paid the balance of the invoiced costs in the sum of £742. The CRT grant was paid directly to CBC.

In December 2024, FOSP's remaining balance of Phase I funds, in the sum of £697, was paid to CBC as a contribution towards the cost of providing signs for usage instructions and donor recognition.

Park Bench Project

In January 2024, we received an £800 grant from Cheltenham Rotary and in May 2024 we received a donation of £2,000 from the Jockey Club's Gold Cup 100 fund. These sums will be used to pay for two wooden park benches that were installed in Sandford Park (West) by CBC in late 2024.

7. PUBLIC BENEFIT STATEMENT

The purpose of FOSP is to help ensure that the Sanford Parks retain their amenity value for the health and benefit of park users and other interested members of the public. Membership of FOSP does not provide any privileges other than what is available to the public. Based upon the Charity Commissions Guidance document (PB1), the Trustees believe that FOSP has complied with section 4 of the 2006 Charities Act.

Signed on behalf of the FOSP Trustees


..... Kenneth C L Ross Trustee

Dated: 4/6/25


..... Ian A Johnstone Trustee & Treasurer

Dated: 4/6/25



Receipts and payments accounts

CC16a

For the period
from

22-May-23

To

31-Aug-24

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Funds transferred from Membership Group	601	6,157	-	6,758	-
Donations	110	-	-	110	-
Grants - Local Authorities	-	22,400	-	22,400	-
Grants - Other Charities	-	6,500	-	6,500	-
Grants - Other Organisations	-	2,000	-	2,000	-
Music++ Fundraising Event	-	1,518	-	1,518	-
Members' Subscriptions	448	-	-	448	-
Sub total (Gross income for AR)	1,159	38,575	-	39,734	-
A2 Asset and investment sales, (see table).					
None	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	1,159	38,575	-	39,734	-
A3 Payments					
General & Marketing Expenses	504	-	-	504	-
Charity Project Payments	-	33,560	-	33,560	-
Fundraising Event Expenses	-	611	-	611	-
Website Expenses	262	-	-	262	-
Sub total	766	34,171	-	34,937	-
A4 Asset and investment purchases, (see table)					
None	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	766	34,171	-	34,937	-
Net of receipts/(payments)	393	4,404	-	4,797	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	393	4,404	-	4,797	-

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	General Fund	394	-	-
	Outdoor Exercise Equipment Fund	-	697	-
	Music++ Event Fund	-	907	-
	Park Bench Fund	-	2,800	-
	Total cash funds	394	4,404	-
(agree balances with receipts and payments account(s))		Agree	Not Error	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	None	-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	None	-	-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Equipment	-	-	200
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Outdoor Exercise Equipment Fund		697	4Q24
	Music++ Event		907	4Q24
	Park Bench Fund		2,800	2Q25
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	K C L Ross	Kenneth C L Ross	04/06/2025	
	Ian A Johnstone	Ian A Johnstone	04/06/2025	

**Independent examiner's report to the trustees of
The Friends of Sandford Parks (FOSP)**

I report to the trustees on my examination of the accounts of The Friends of Sandford Parks (FOSP) for the year ended 31 August 2025.

Responsibilities and basis of report

As the charity trustees of FOSP 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.

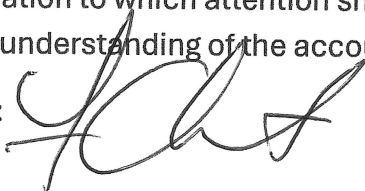
Independent examiner's statement

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.

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.

Signed:



Name: JOHN CHRISTIAN.

Relevant professional qualification or membership of professional bodies (if any):

CHARTERED INSTITUTE OF MANAGEMENT ACCOUNTANTS

Address:

23 OLD BATH ROAD
CHELTENHAM, GLOS GL53 7QE

Date:

17th JUNE 2025