



**FRIENDS OF
SANDFORD PARK**

www.sandfordparkfriends.co.uk/

2024 -25 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 1 September 2024 until 31 August 2025.

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 Woolley (Chair)
Anne Evans OBE, MA (Vice Chair)
Celia Mary Macnab
Nigel Gilhead
Ian Alexander Johnstone (Treasurer)

2. STRUCTURE, GOVERNANCE & MANAGEMENT

The Friends of Sandford Parks (FOSP) was established as an unincorporated membership group in 2014. The members conduct fundraising, 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 2025, FOSP's membership included 86 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 to benefit the residents of Cheltenham and the surrounding area ("the area of benefit"), by providing, or supporting the provision of, facilities for recreation and other leisure activities in the interests of social welfare. The aim is to improve the quality of life for the local community, particularly, though not exclusively, through the preservation, promotion, support, assistance, and enhancement of Sandford Parks.

FOSP raises funds for park infrastructure, including lighting, exercise equipment, seating, table tennis tables, planting and horticultural restoration. Its members help with park maintenance and conduct regular litter picking. FOSP is currently campaigning to raise funds for installing heritage information signs and for upgrading the playground. FOSP liaises closely with Cheltenham Borough Council who own and manage Sandford Parks.

2024-25 Activities

The 2024-2025 financial year was another successful period for FOSP. Membership grew to just under 100, while volunteers continued to work tirelessly on litter picking and gardening, helping to keep both parks well-maintained and attractive. Community feedback has praised the improvements, noting that the two sections of Sandford Parks are looking better than ever.

This financial year has seen a strengthening of FOSP's reputation. Participation in the Mayor's Charities (2024-2025) involved members contributing to many events. Three of these were led by FOSP: Music in the Park, A Champagne Tea with Dame Prue Leith, and a community Celebration of Christmas at a local church. These contributed funds to the Mayor's Charity, from which FOSP benefitted to the amount of £17,775.

For the forthcoming year, FOSP has identified two major projects: upgrading the children's playground and raising awareness of the parks' long heritage. Work on both projects is already underway. As part of this heritage initiative, Heritage England requires FOSP to improve how the public is informed about the history of the parks.

4. ACHIEVEMENTS & PERFORMANCE

In spring 2025, the parks' Green Flag status was awarded for the second consecutive year.

Three events this year illustrate how diverse and successful FOSP can be. In November, the tea with Dame Prue Leith was glamorous, entertaining and delicious. It was run along the lines of a Cheltenham Literature Festival event, with a one-to-one interview, and questions being taken from the audience.

In December, the Celebration of Christmas involved a local primary school, the church and members of the public, sharing music, readings, carols, as well as homemade mince pies with mulled wine.

The greatest achievement was the Summer Festival on one of the hottest days of the year. The event attracted huge crowds and raised nearly £6,000 to kickstart the upgrade of the playground. The festival demonstrated how FOSP has built a reputation for delivering successful, responsible and well organised public events.

These three events show FOSP's diversity of skills and abilities to pull together different, but equally memorable occasions for the benefit of the local community.

5. FINANCIAL REVIEW

The total receipts for the year ended 31st August amounted to £29,823. This figure includes restricted funds totalling £19,365 and £10,458 in unrestricted funds. Restricted funds included £17,775 received from the Mayor's Charity and £1,090 donations for the Playground Project. The Summer Festival contributed £8,301 towards unrestricted income.

The total expenditure amounted to £2,714, of which £2,358 related to the costs of the Summer Festival.

Cash funds at the end of the financial year amounted to £2,802 in a current account, and £27,500 in a deposit account, totalling £30,302. This figure comprises £22,165 in restricted funds and £8,137 in unrestricted funds.

FOSP seeks to ensure that membership subscriptions are sufficient to cover general and marketing costs. For this financial year, subscription income was £589, and total administration costs amounted to £356.

The 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 £500 is sufficient for this purpose. Expenditure on charitable projects is always limited to the restricted funds that have been received.

6. FUNDS HELD AS CUSTODIAN TRUSTEES ON BEHALF OF OTHERS

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

Park Bench Project

In January 2024, FOSP received an £800 grant from Cheltenham Rotary and in May 2024, a donation of £2,000 was received from the Jockey Club's Gold Cup 100 Fund. These donations will be used to pay for two wooden park benches that were installed in late 2024. Payment will be made once all signage is complete.

Twinning Sign

A sum of £500 has been allocated for a Twinning sign, with payment to be made once the sign has been installed.

Playground Update

In July 2025, a donation of £17,775 was received from the Major's Charity, supplemented by individual donations totalling £1,090. At the year end, total funds raised for the project amounted to £18,865.

7. PUBLIC BENEFIT STATEMENT

The purpose of FOSP is to help ensure that 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

Anne Evans, Trustee

Dated

24 January 2026

Ian A Johnstone, Trustee & Treasurer

Dated

24 January 2026



Accounts for the year ended 31st August 2025

The Friends of Sandford Parks (FOSP)
Income & Expenditure – For y/e 31 August 2025

General Income & Expenditure

Income

Membership	589
Summer Festival	8,301
Donations	1,365
Sale of cards	85
Bank compensation	100
Interest received	<u>18</u>
	<u>£10,458</u>

Expenditure

Summer Festival	2,358
Website costs	158
Banner	<u>198</u>
	<u>£2,714</u>
Surplus for the year	<u>£7,744</u>

Restricted Income

Mayor's Charity	17,775
Twinning sign	500
Playground donations	<u>1,090</u>
	<u>£19,365</u>

Assets **£**

Current Account	<u>2,802</u>
Deposit Account	<u>27,500</u>
Representing:	
General Account Balance	<u>8,137</u>
Restricted Funds Balance	<u>22,165</u>
Liabilities	
Due to CBC for Park Benches	2,800
Due to CBC for Twinning Signs	500
Total Liabilities	<u>3,300</u>
Member's funds	<u>£27,002</u>

FUNDING PROJECTS

Park Bench Project

We have received £2,800 for this project. Two benches have now been installed in Sandford Park (West) and we are currently awaiting an invoice from CBC.

Twinning Signs

We have received £500 for this project.

Playground Fund

We have received donations net of charges of £1089.66, together with £17775 from the Mayor's Charity..

Heritage Signs

We have received a donation of £920 for a board.

Ian Johnstone, 31 October 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):

Associate Member of the Chartered Institute of Management Accountants

Address: 23 Old Bath Road, Cheltenham, Glos GL53 7QE

Date: 21st January 2026