

TRUSTEES' ANNUAL REPORT

For the year ended 28th February 2023

(period start date 01-03-2022, period end date 28-02-2023)

Charity Name : "Charity For Recreation Ground" (registered name) but more generally is referred to as The Claydon & Barham Recreation Ground. Registered number with Charity Commission : **265088**

Objectives & Activities

The charity was established in the 1970's for the provision and maintenance of a recreation ground for the benefit of the residents of the village of Claydon, Suffolk. The site is also in close proximity of most of the houses in village of Barham and residents of both villages are encouraged to avail themselves of the facilities at the recreation ground. Both parish councils contribute towards the running expenses of the facility. During the latter years of the twentieth century a children's play area was created and changing room facilities were constructed for the use of football teams playing on the recreation ground's full-sized football pitch. Dog walkers are welcome and encouraged to use the site. In recent years, the charity has concentrated on the maintenance of these existing facilities whilst also adding a suite of adult gym equipment and a children's zip-wire, both financed from Barham Parish local s106 council grants.

Achievements and Performance

The Trustees decided in 2021 that the existing recreation ground children's play equipment would benefit from a major refurbishment whilst also taking the opportunity to extend the existing play area to bring several additional facilities for both older children and for very young children. Plans were drawn up following consultation with our local residents. It was clear that although existing financial resources were adequate for the ongoing maintenance of the site, any ambitious expansion would require major external grant funding. The charity is fortunate that two large businesses which are locally based, both run generous grant schemes. Grant applications were developed and submitted to these businesses in late 2021. Both these applications were successful. Details of this grant funding is included in the Financial Review below.

The initial refurbishment work was completed in the early part of the year under review and was unveiled to coincide with the Queen's Platinum Jubilee. A celebratory party, attended by many Claydon and Barham residents, was held over the Platinum Jubilee weekend, financed by the generosity of the two local parish councils. The extension work was completed over the summer of 2022 and the year ended with plans well underway to hold an event on the site to celebrate the upcoming King's Coronation.

Although the recreation ground is enjoyed by many children and parents and is popular with dog walkers, the football related activities and the utilisation of the changing facilities were

impacted by Covid and its resulting lockdown and these are taking some time to recover. This has impacted pitch hire revenues.

The Trustees are satisfied that the recreation ground continues to be a popular facility providing major public benefit to the residents of the parishes of Claydon and Barham. They are proud of the improvement work undertaken in this current year and are much encouraged by the very positive feedback given by residents.

Financial Review

The accounts for the year have been prepared, as they have been in the past, on a receipts and payments basis. All receipts and payments are processed via the charity's account held at the HSBC bank and no cash floats are operated.

The year ended 28th February 2023 was a significant year for the charity with the completion of a major project involving upgrades to existing play equipment, the purchase of additional play equipment and improvements to play area surfaces. The total expense of this project was £70,249 of which £4,600 paid in advance during the previous year and the balance of £65,649, after the hold back of retentions and potential remedial work, was paid during this financial year.

Total receipts for the year were £69,577 which is over four times more than the previous year and far in excess of the several years before that when annual income was consistently below £10,000. By far the largest elements of this year's receipts relate to grants received to enable the delivery of our major project. Suez Community Trust gave a grant of £35,400, Viridor a grant of £17,038, Claydon & Whitton Parish Council provided £8,000 from their Community Infrastructure Levy fund and Suffolk County Council provided £2,000. In addition, the charity received its regular annual grants towards its running costs from Claydon & Whitton Parish Council (£2,822 trued-up to £3,000 post the year-end) and Barham Parish Council (£2,000). The charity received income of £820 from hire of the football pitches, £655 of rent during the year from the Pre-school and a contribution for electricity usage of £132 from the Coffee Station. A successful Queen's Jubilee event raised receipts of £710.

The largest expense item, as already reported above was the £65,649 on the 2022 major project. Repairs and maintenance of £3,373 included contracted grass cutting of £1,753 and various expenses related to football pitch improvements. Note 3 to the accounts gives a full breakdown of the £3,373 spent in the year. The charity contracts out the litter picking and that expense for the year was £839. Insurance costs were £515 and utilities (water and electricity) were £464. New rubbish bins were purchased for £423 and plaques for the benches cost £132. Total expenditure for the year was £71,581.

With expenditure running marginally ahead of receipts over the year, there was an annual deficit of £2,004. This was financed from brought-forward reserves which were £11,625. The closing position after this year's deficit is £9,621 which is represented by cash held in the charity's HSBC bank account.

Structure, Governance and Management

The governing document is established by a Trust Deed of 1981. There are presently five trustees (for details see below) assisted by a wider committee. All participants are volunteers who give of their time freely for the community benefit. The Trustees and the wider committee meet together formally on a monthly basis working to a published agenda which includes any events planned, any onsite maintenance issues, a review of the financial position and social media. Since Covid, the meetings have generally been held online but in the warmer months are held on site. The charity suffered several years when it lost its more elderly volunteers and found difficulties in recruiting new Trustees and committee members. That situation was remedied in 2020 when several parish councillors put themselves forward to be Trustees and they have rebuilt the wider committee and volunteers. At the Annual General Meeting, the main posts of Chair, Secretary and Treasurer are elected for the following year.

Names of the Charity Trustees who manage the charity

Peter John Avis, Chair, appointed a Trustee on 1st September 2020

Gail Caroline Cornish, Secretary, appointed a Trustee on 1st September 2020

John Charles Whitehead, Treasurer, appointed a Trustee on 4th May 2022

Stuart Price, appointed a Trustee on 1st September 2020

Wayne Allan, appointed a Trustee on 11th July 2018

There are no corporate trustees and none of the trustees hold title to property belonging to the charity. The charity owns the freehold of the site and the title to the property is held as 'Custodian Trustee' by the Claydon & Whitton Parish Council.

Declaration

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

Signed on behalf of the charity's trustees

Signature



Full Name ; Peter John Avis

Position : Chair

Date 4-12-2023

**Claydon & Barham Recreation Ground
(Registered Charity No. 265088)**

Receipts & Payments for the year ending 28th February 2023

	Note	Yearending 28/2/23 £	Year ending 28/2/22 £
RECEIPTS			
Voluntary Sources			
Claydon & Whitton Parish Council - maintenace grant		2,821.70	2,969.58
Barham Parish Council - maintenance grant		2,000.00	2,000.00
Barham Parish Council - improvement grant		-	6,500.00
Mid Suffolk DC (localities)		-	2,000.00
Suez Community Trust (expansion project)		35,400.00	-
Viridor Grant (expansion project)		17,038.00	-
C&W Parish Council - C.I.L. (expansion project)		8,000.00	-
Suffolk CC (expansion project)		2,000.00	-
C&B Community trust		-	350.00
Claydon PO - donations		-	250.00
Donation from village resident		-	600.00
sub-total		<u>67,259.70</u>	<u>14,669.58</u>
Trading Activities			
Pavilion & Sports Field Hire		820.00	-
Jubilee Event Receipts		709.98	-
Pre-School Rent		655.00	1,310.00
Coffee Station		132.00	265.50
sub-total		<u>2,316.98</u>	<u>1,575.50</u>
TOTAL RECEIPTS		<u>69,576.68</u>	<u>16,245.08</u>
Direct Charitable Expenses			
Play Area Expansion project 2022	1	65,648.82	4,600.00
Improvements/new equipment	2	555.00	5,450.30
Jubilee Event Expenses		109.98	-
Repairs & Maintenance	3	3,373.15	2,462.73
Insurance		514.88	462.33
Utilities	4	464.42	610.31
Replacement fittings	5	9.00	106.57
Litter Picking		839.30	778.74
Bank charges (HSBC)		66.40	17.40
TOTAL EXPENDITURE		<u>71,580.95</u>	<u>14,488.38</u>
Surplus/(Deficit) for the year		(2,004.27)	1,756.70
Opening Reserves		11,625.64	9,868.94
Closing Reserves		<u>9,621.37</u>	<u>11,625.64</u>
BALANCE SHEET			
at 28th February 2023			
		At 28/2/23 £	At 28/2/22 £
Bank & Cash Balances		<u>9,621.37</u>	<u>11,625.64</u>
Reserves			
General Reserve		9,621.37	7,725.64
Ring-fenced Reserve (Expansion project)		-	3,900.00
Reserves		<u>9,621.37</u>	<u>11,625.64</u>

Produced by Hon.Treasurer : John C. Whitehead

Signed.....

Date.....

[Signature]
10/5/23

Claydon & Barham Recreation Ground
year ending 28th February 2023
Analysis of expenditure lines

	Yearendig 28/2/23	Year ending 28/2/22
NOTE 1		
Play Area Expansion Project 2022	<u>65,648.82</u>	<u>4,600.00</u>

NOTE 2

Improvements and new equipment

Plaques for benches	132.00	-
Bins	423.00	-
Benches (x5)	-	3,748.00
Wood chipper	-	1,374.98
Ladder/platform	-	174.97
Hose reel	-	152.35
	<u>555.00</u>	<u>5,450.30</u>

NOTE 3

Repairs & Maintenance

	£	£
Grass seeds & cleaning materials	231.68	-
Topsoil for pitch	164.40	336.00
Pitch lining	106.03	-
Repairs to gym equipment	390.00	-
Paint and brushes	130.11	-
Bin liners	26.74	-
Misc. items (screws/bolts/nuts)	17.37	-
Tree and branch chipping	330.00	-
Play Equip -Inspection & Maintenance	170.00	180.46
Grass cutting	1,753.60	1,645.08
Fire extinguishers (annual service)	53.22	47.22
Chain-saw, new chain	-	23.97
Pavilion deep-clean	-	150.00
Plumber - leak investigation	-	80.00
	<u>3,373.15</u>	<u>2,462.73</u>

NOTE 4

Utilities

Water	314.96	648.04
Electricity	149.46	(37.73)
	<u>464.42</u>	<u>610.31</u>

NOTE 5

Replacement fittings

Replacement keys	9.00	21.25
Container - water connection	-	85.32
	<u>9.00</u>	<u>106.57</u>

**Independent examiner's report to the trustees of Claydon & Barham Recreation Ground
(Registered Charity No.265088)**

I report to the trustees on my examination of the accounts for the Claydon & Barham Recreation Ground charity (registered number 265088) for the year ended 28 February 2023

Responsibilities and basis of report

As the charity trustees 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 charity'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 charity 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: *D. Patel*

Name: *DASKA PATEL (MAAT)*

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

Address: *c/o 4 LINCOLN GARDENS, BARHAM, SUFFOLK IP6 0BH*

Date: *8 Dec 2023*