

HICKLING PLAYING FIELD OR RECREATION GROUND

England & Wales · Charity number 270199

Details

Status Registered

Legal form Other

Registered 1975-10-20

Register [View on the Charity Commission register](#)

Contact

Address Briarley Lodge
Stubb Road
Hickling
Norwich
NR12 0BN

Phone 01692598882

Email charity@briarleylodge.co.uk

Activities

Objects: PLAYING FIELD OR RECREATION GROUND FOR THE PARISH OF HICKLING

Activities: To provide an outdoor grass area for outdoor activities, a young childrens play area and a purpose built building for all indoor activities for parishioners and the general public visiting Hickling.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Amateur Sport, Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** THE PARISH OF HICKLING, NORFOLK
- Norfolk

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£65,674	£60,122	-	-
2024-03-31	£74,643	£55,793	-	-
2023-03-31	£48,466	£43,077	-	-
2022-03-31	£40,596	£41,557	-	-
2021-03-31	£48,657	£36,928	-	-

Trustees

Name	Role	Appointed
NICHOLAS BAKER	Chair	2011-05-25
Anne Elizabeth Holloway		2022-01-17
Anthony Swain		2022-04-06
Gary Andrew Grover		2023-09-25
Gemma Scarborough		2017-09-18
Janet Binning		2025-10-01
Jeanette Jennings		2023-09-25
Jeremy Coggins		2025-10-01
Louise Chicken		2017-09-18
Matthew Hubbard		2022-10-17
Paula Hannant		2023-09-25
Shirley Sainsbury		2011-05-25
Stephen Pickles		2025-10-01
VIVIEN TALLOWIN		2011-05-25

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England & Wales - Charity number 270199

Accounts

Hickling Playing Field or Recreation Ground Charity Annual Report November 2025

Names of the Trustees who manage the charity

Name	Office	Appointing Body
Nick Baker	Chair	Open Election
Louise Chicken	Treasurer	Hickling Football Club
Gemma Scarborough		Hickling PC (nominated)
David Prettyman		The Snooker Club
Shirley Sainsbury	Secretary	Co Opted
Viv Tallowin		Open Election
Matthew Hubbard	Vice Chair	The Phoenix Trust
Vacant		St Mary's Church
Vacant		Methodist Church
Gary Grover		Co opted
Tony Swain		Co opted
Anne Holloway		Co opted
Jezz Coggins		Co opted
Jeanette Jennings		Co opted
Jan Binning		Co opted

Names of the Charity's advisers

Solicitor Hansells Solicitors 13 the Close Norwich NR1 4DS

Accountant Ms Karen Christiansen

Description of the charity's trusts

Type of governing document - Constitution

How the charity is constituted - As a Trust

Trustee Selection Method

A proportion of our Trustees are elected annually by open election by the charity's members.

Further trustees are appointed as nominated Trustees from stakeholder groups in our community.

For the benefit of the Charity's management up to three further Trustees may also be co-opted

The Charity trustees agreed that Hickling Parish Council would be granted two trustee positions (one nominated, one co-opted) following successful resolution of the Parish Councils dispute with the Charity in May 2015.

Two Parish Councilors have been annually appointed to the Board of Trustees since the Charity AGM in September 2015. One of these is an appointed Trustee, the other is co-opted.

The Hickling Hunnies were a nominating organisation, but have now ceased operating. They were removed by the membership as a nominating body at the 2018 AGM, with the place on the Board replaced by an openly elected post. The District Councillors Trustee post was removed and replaced with a co-opted post at the 2019 AGM.

Policies and Procedures

The HPFRGC has a range of policies and procedures of which the following are in place.

- Membership
- Equality and Diversity
- Environmental
- Children and Vulnerable Adults
- Complaints
- Fire Safety Policy
- Weekend Block Booking Policy
- Age Verification
- Snow and Ice clearing
- Roles and responsibilities of Trustees and Office Holders
- Data Protection
- Privacy
- Equality & Diversity
- Volunteers

All policies are reviewed at least annually before the AGM or as required by changes in circumstances.

Additional policies and procedures will be introduced according to the needs of the charity and its members.

The HPFRGC will aspire to the Charity Commissions "Hallmarks of a good Charity" and use them to underpin all decisions, policies, procedures and strategy.

Charity Structure

The Charity is Governed by the Board of Trustees.

Within this group there are Trustees who take responsibility for particular areas of the Trusts activities. The Board are responsible for the overall Governance of the Charity and its ongoing strategic development.

The Trustees make the practical daily decisions about booking, cleaning, maintenance and use of Hickling Barn as well as broader areas of work such as sports and community recreation development, marketing and organising fundraising events and projects.

The Events Management Team

The events management team have been formed from a combination of Trustees, volunteers and stakeholder representatives, and have co opted community members with specific skill sets to support the ongoing development of Hickling Barn's events and its community services. The Events management team are responsible for overseeing and managing events at the barn run by the charity.

The Phoenix Trust

The Phoenix Trust is a separate Village Charity whose objects closely match those of the HPFRGC.

The Phoenix Trust made a substantial financial contribution towards the capital cost of Hickling Barn and in recognition of this it was planned that they have a separate room on the premises. Now that Hickling Parish Councils dispute with the charity has been settled, an agreement has been drawn up the Phoenix Trust's use of the Laura Edgell room. The "Laura Edgel Room" room run by the Phoenix Trust has two snooker tables with hard covers which enables the room to be used for other community purposes in line with the objects of both charities specifically and community recreation halls generally.

Risk Management

HPFRGC is committed to risk management.

The HPFRGC will follow Charity Commission risk management strategies to ensure that the beneficiaries, resources and reputation of the Charity are properly protected.

Charity Objects

The original objects of the charity were set out in a conveyance dated 6 May 1937 which says that the Recreation Ground land at Ouse lane must be held "upon Trust to permit the same to be used in perpetuity as a Playing Field or Recreation Ground for the Parish of Hickling.

The Conveyance was amended by a scheme on 20th August 1976 to allow a parcel of land to be sold and the proceeds to benefit the charity.(The building plots now known as Mallard Way)

The conveyance was further amended by a scheme on the 11th May 2010 to allow the sale of another parcel of land with the proceeds going towards the building of a new Recreation Centre on the Charity's land in furtherance of the charity's objects.

A Further deed of Amendment of Administrative Provisions to enable the public election of Trustees was made in April 2012. The Constitution was further amended by members at a SGM of the charity in December 2014

**The objects of the Charity are
"To provide a playing field or recreation ground for the Parish of
Hickling"**

**The Trustees are responsible for ensuring that the Charity's
activities provide Public Benefit when meeting its objects.**

Principle 1: There must be an identifiable benefit or benefits

1a It must be clear what the benefits are - The HPFRGC has built a new, accessible recreation hall, Hickling Barn, for the community to replace old facilities that had been lost or were not fit for purpose

1b The benefits must be related to the aims - Hickling Barn meets the objects of our charity by providing indoor as well as outdoor community recreation facilities for our community.

1c Benefits must be balanced against any detriment or harm -

The Trustees have put in place stringent booking and management procedures to ensure that events do not cause undue noise or disruption to our neighbours.

**Principle 2: Benefit must be to the public, or section of the public -
Hickling Barn is available to the public.**

2a The beneficiaries must be appropriate to the aims - The beneficiaries are the members of our local community

2b Where benefit is to a section of the public, the opportunity to benefit must not be unreasonably restricted by:

1. geographical or other restrictions - Hickling Barn is based centrally in the community that it serves.

2. ability to pay any fees charged - Hickling Barn is of potential benefit to all members of our community not to a section of it as we are keeping hire fees and activity session fees to a minimum. See fees and charges below

2c People in poverty must not be excluded from the opportunity to benefit. - We are keeping our session charges as low as possible and are fundraising and providing subsidised lettings to ensure that people in poverty can use the hall. We have also provided subsidised Gym membership to persons who cannot afford to participate.

2d Any private benefits must be incidental - the Trustees have all signed governance documents to this effect/ The Charity Commission has issued guidance on Public Benefit and the responsibilities of Trustees. This guidance has been given to Trustees who ensure that they have read and understood it.

Grant Making

At this stage the HPFRGC is not in a position to make grants. We hope to set up a Bursary Fund in the long term to assist people in poverty to use our resources.

Volunteers

Hickling Barn and the Recreation Ground are reliant on volunteers to ensure its effective management, operation and provision of activities and recreation.

A core team of Volunteers was established through community meetings, and door to door surveys. We have developed a policy that supports volunteers and ensures that they are valued and respected by the Charity, its management and Trustees.

Community Wellbeing

The Charity continues to deliver a wide range of community wellbeing activities that have improved the health and wellbeing of our community

Governance of the Charity

The charity's current constitution was approved by its members at a General meeting of the Charity in December 2014. It was amended at the 2018 AGM to remove the nominated place for the Hickling Hunnies who are no longer in existence. The Hunnies place on the Board became an openly elected place at this time. At the 2019 AGM the District Councillor Trustee role was changed to a co opted one.

Community Consultation and Information

The HPFRGC has consulted and informed the local community in the following ways.

Public Trustee and General meetings of the Charity

Information Fliers delivered to each Household in Hickling

Information Updates in the monthly Parish Magazine

Information updates and Plans on the Parish website

Reports to the Parish Council

A detailed website has been designed and implemented by the HPFRGC to give full public access to the Charity's work and activities at the Barn

Donations

A number of generous donations have been received by way of purchase of items and by voluntary contribution of professional skills.

Funds

The Trustees have worked hard to stabilise the Charity's finances over the ensuing years. Happily, we have now re established an excellent relationship with the current Parish Council and thanks to the hard work of our volunteers and tremendous support from our community, we have now managed to create essential reserve and maintenance funds.

Reserves Policy

The Charity's Deed of Amendment to its administrative provisions meets the Charity Commission's requirements for reserves management policy and procedure.

In line with good Charity management principles and prudent risk management, the Charity has now established a capital reserve of £20,000 which is equivalent to approximately one years operating costs.

Details of funds Materially in Deficit

Nil

Grant and Community Funding

This financial year we have received grants from The Phoenix Trust Charity for which we are most grateful. We would like to thank the following sponsors and Grant bodies for their kind and generous funding and donations which enabled the construction of Hickling Barn.

The Parishioners of Hickling

The late Mr & Mrs D Tate

Norfolk Rural Community Council

Community Sustainable Energy Programme

The Broads Authority Sustainable Development Fund

The Football Foundation

Tesco Community Foundation

The Geoffrey Watling Charity

The Norfolk Playing Fields Association

The Family of Mrs J Tallowin

Norfolk Community Foundation

A Squared Architects

Davis Langdon

Broadland Computers

The John Jarrold Trust

The Cadbury Trust

KPMG

HICKLING PLAYING FIELD OR
RECREATION GROUND

ACCOUNTS FOR THE YEAR ENDED

31 MARCH 2025

ACCOUNTS PREPARED BY:-

Hickling Playing Field or Recreation Ground
C/O Mrs S Sainsbury
Briarley Lodge
Stubb Road
Hickling
Norwich
NR12 0BN

CHARITY NUMBER:-

270199

INDEPENDENT EXAMINER:-

Farr & Associates
1 Church Farm Cottages
Church Farm Lane
Great Witchingham
Norwich
NR9 5PL

RESPONSIBILITY AND BASIS OF REPORT

As the body responsible for the preparation of annual accounts, the charity's trustees 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 accounts carried out under section 145 of the 2011 Act and in doing so I have followed the applicable guidance under section 145(5)(b) of the Act.

INDEPENDENT EXAMINER'S STATEMENT

I have completed my examination and confirm that no material matters have come to my attention in connection with the examination which give me cause to believe that in any material respect:-

- . 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 requirements as set out in the Charities (Accounts and Reports) Regulations 2008.

I have no material 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.

K J Christianson
Farr and Associates

**HICKLING PLAYING FIELD OR RECREATION GROUND
ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025**

STATEMENT OF ASSETS AND LIABILITIES

	Notes	<u>2025</u>	<u>2024</u>
Bank account balances			
Cash on hand (cinema/bowls)		100	100
Barclays Community account		85,358	77,902
Barclays Community Gym account		11,898	11,406
NatWest Business Reserve		<u>486</u>	<u>474</u>
		97,842	89,882
Fixed Assets	1		
Freehold property		837,545	837,545
Kitchen and gym equipment		16,659	14,204
Premises improvements		24,572	28,168
Cinema and computer equipment		372	466
Playground equipment		<u>3,080</u>	<u>3,849</u>
		882,228	884,232
Other Assets			
Prepayments	3	<u>1,393</u>	<u>600</u>
		1,393	600
Liabilities			
Other creditors and accruals	2	<u>1,622</u>	<u>425</u>
		1,622	425
Total assets less liabilities		<u>£979,841</u>	<u>£974,289</u>

RECONCILIATION OF FUNDS

Total funds brought forward		974,289	955,439
Total income per summary			
General Fund – Unrestricted		41,690	67,771
Other Funds – Restricted		<u>23,984</u>	<u>6,872</u>
		65,674	74,643
Total payments per summary			
General Fund – Unrestricted		56,968	55,793
Other Funds – Restricted		<u>3,154</u>	<u>-</u>
		60,122	55,793
Surplus for the year		<u>5,552</u>	<u>18,850</u>
Total funds carried forward		<u>£979,841</u>	<u>£974,289</u>

HICKLING PLAYING FIELD OR RECREATION GROUND
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2025

FIXED ASSET SCHEDULE

Note 1	<u>Freehold Property</u>	<u>Gym and Barn Equipment</u>	<u>Premises Improvements</u>	<u>Cinema & Computer Equipment</u>	<u>Playground Equipment</u>	<u>TOTALS</u>
Cost						
As at 1 April 2024	837,545	54,195	53,951	7,651	8,115	961,457
Additions		5,214	741			5,955
Disposals						0
As at 31 March 2025	837,545	59,409	54,692	7,651	8,115	967,412
Depreciation						
As at 1 April 2024	-	39,991	25,783	7,185	4,266	77,225
Charge for year	-	2,760	4,336	94	769	7,959
						0
As at 31 March 2025	-	42,751	30,119	7,279	5,035	85,184
NBV 31/03/2024	837,545	14,204	28,168	466	3,849	£884,232
NBV 31/03/2025	837,545	16,658	24,573	372	3,080	£882,228
Depreciation rate: Reducing balance		15%	15%	20%	20%	
Additions:-						
Alarm for battery storage area			741.00			
F3 folding treadmill		2500.00				
Body Solid Bi-Angular Gym		2714.00				
		5,214.00	741.00	0.00	0.00	
Note 2	Creditors and accruals					
	Accounts fee			£525.00		
	Gym instructor fees			£951.00		
	Wave – water rates			£146.00		
					£1,622.00	
Note 3	Prepayments					
	Electricity account balance in credit			£1,393.00		
					£1,393.00	
Note 4	Grants					
	ACRE			£13,668.00		
					£13,668.00	
Note 5	Donations					
	Badmington			£250.00		
	Hickling FC			£200.00		
	Other small donations			£265.00		
					£715.00	
Note 6	Protected Funds - Balance of Funds			£70,633.42		
					£70,633.42	

HICKLING PLAYING FIELD OR RECREATION GROUND

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

		<u>2025</u>	<u>2024</u>
SUMMARY OF PAYMENTS	Notes		
<u>Management and administration</u>			
Property repairs and maintenance		9,706	3,190
Cleaning and associated sundries		2,829	3,069
Grass cutting and grounds maintenance		3,394	3,609
Rates and water		926	876
Insurances		2,228	2,593
Light and heat		11,635	9,118
Postage and office supplies		-	42
Broadband and telephone		899	781
Subscriptions and licences		1,515	1,238
Community garden		270	1,256
Accountancy		525	395
		<u>33,927</u>	<u>26,167</u>
<u>Cost of generating funds</u>			
Advertising, printing and promotions		295	437
Community gym – instructors and hire		12,937	11,923
Equipment repairs and replacements		1,393	593
Other misc costs		400	5,794
Cinema and sundry fund raising costs		3,211	2,323
		<u>18,236</u>	<u>21,070</u>
<u>Depreciation</u>			
Gym and barn equipment	1	2,760	2,506
Improvements to premises	1	4,336	4,971
Cinema and computer equipment	1	94	117
Playground equipment	1	769	962
		<u>7,959</u>	<u>8,556</u>
TOTAL PAYMENTS		<u><u>£60,122</u></u>	<u><u>£55,793</u></u>

HICKLING PLAYING FIELD OR RECREATION GROUND

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

	Notes	<u>2025</u>	<u>2024</u>
SUMMARY OF RECEIPTS			
Voluntary Sources			
Grants	4	13,668	21,460
Donations	5	<u>715</u>	<u>3,012</u>
		14,383	24,472
Fundraising and trading activities			
Fundraising events		8,112	9,334
Community garden		1,978	-
Room hire		14,627	17,100
Community gym		17,968	15,300
Rural cinema		<u>1,977</u>	<u>1,444</u>
		44,662	43,178
Other income			
Solar energy		6,393	6,872
Sale of gym equipment		224	-
Bank interest received		12	-
Other sundry income		<u>-</u>	<u>121</u>
		6,629	6,993
TOTAL RECEIPTS		<u><u>£65,674</u></u>	<u><u>£74,643</u></u>

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4/9/25

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Hickling Playing Field or Recreation Ground Charity
Annual Report December 2024

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A detailed website has been designed and implemented by the HPFRGC to give full public access to the Charity's work and activities at the Barn

Donations

A number of generous donations have been received by way of purchase of items and by voluntary contribution of professional skills.

Funds

The Trustees have worked hard to stabilise the Charity's finances over the ensuing years. Happily, we have now re established an excellent relationship with the current Parish Council and thanks to the hard work of our volunteers and tremendous support from our community, we have now managed to create essential reserve and maintenance funds.

Reserves Policy

The Charity's Deed of Amendment to its administrative provisions meets the Charity Commission's requirements for reserves management policy and procedure.

In line with good Charity management principles and prudent risk management, the Charity has now established a capital reserve of £20,000 which is equivalent to approximately one years operating costs.

Details of funds Materially in Deficit
Nil

Grant and Community Funding

This financial year we have received grants from The Phoenix Trust Charity for which we are most grateful. We would like to thank the following sponsors and Grant bodies for their kind and generous funding and donations which enabled the construction of Hickling Barn.

The Parishioners of Hickling

The late Mr & Mrs D Tate

Norfolk Rural Community Council

Community Sustainable Energy Programme

The Broads Authority Sustainable Development Fund

The Football Foundation

Tesco Community Foundation

The Geoffrey Watling Charity

The Norfolk Playing Fields Association

The Family of Mrs J Tallowin

Norfolk Community Foundation

A Squared Architects

Davis Langdon

Broadland Computers

The John Jarrold Trust

The Cadbury Trust

KPMG

HICKLING PLAYING FIELD OR
RECREATION GROUND

ACCOUNTS FOR THE YEAR ENDED

31 MARCH 2024

ACCOUNTS PREPARED FOR:-

Hickling Playing Field or Recreation Ground
C/O Mrs S Sainsbury
Briarley Lodge
Stubb Road
Hickling
Norwich
NR12 0BN

ACCOUNTS PREPARED BY:

Farr & Associates Limited
1 Church Farm Cottages
Church Farm Lane
Great Witchingham
Norwich
NR9 5PL

As the body responsible for the preparation of annual accounts, the charity's trustees consider an audit was not required for this year, under Section 144(2) of the Charities Act 2011. We have been appointed by the trustees to independently examine the accounts. We acknowledge that it has been our responsibility to undertake these examinations and have done so following the guidelines laid down by the Charity Commission and using all books, records and explanations made available to us.

The procedures we have undertaken have provided satisfactory evidence of the figures contained in the accounts and no issues have come to our attention during our examinations that would cause us to believe that the accounts are not being prepared in such a way that meets the requirements of the 2011 Act.

K J Christianson
Farr and Associates

**HICKLING PLAYING FIELD OR RECREATION GROUND
ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024**

STATEMENT OF ASSETS AND LIABILITIES

	Notes	<u>2024</u>	<u>2023</u>
Bank account balances			
Cash on hand (cinema/bowls)		100	100
Barclays Community account		77,902	75,369
Barclays Community Gym account		11,406	4,988
NatWest Business Reserve		<u>474</u>	<u>474</u>
		89,882	80,931
Fixed Assets	1		
Freehold property		837,545	837,545
Kitchen and gym equipment		14,204	16,710
Premises improvements		28,168	18,188
Cinema and computer equipment		466	345
Playground equipment		<u>3,849</u>	<u>1,403</u>
		884,232	874,191
Other Assets			
Prepayments	3	<u>600</u>	<u>842</u>
		600	842
Liabilities			
Other creditors and accruals	2	<u>425</u>	<u>525</u>
		425	525
Total assets less liabilities		<u><u>£974,289</u></u>	<u><u>£955,439</u></u>

RECONCILIATION OF FUNDS

Total funds brought forward		955,439	950,050
Total income per summary			
General Fund – Unrestricted		67,771	42,831
Other Funds – Restricted		<u>6,872</u>	<u>5,635</u>
		74,643	48,466
Total payments per summary			
General Fund – Unrestricted		55,793	43,077
Other Funds – Restricted		<u>-</u>	<u>-</u>
		55,793	43,077
Surplus for the year		<u>18,850</u>	<u>5,389</u>
Total funds carried forward		<u><u>£974,289</u></u>	<u><u>£955,439</u></u>

HICKLING PLAYING FIELD OR RECREATION GROUND
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024

FIXED ASSET SCHEDULE

Note 1	<u>Freehold Property</u>	<u>Gym and Barn Equipment</u>	<u>Premises Improvements</u>	<u>Cinema & Computer Equipment</u>	<u>Playground Equipment</u>	<u>TOTALS</u>
Cost						
As at 1 April 2023	837,545	54,195	39,000	7,413	4,707	942,860
Additions			14,951	238	3,408	18,597
Disposals						0
As at 31 March 2024	837,545	54,195	53,951	7,651	8,115	961,457
Depreciation						
As at 1 April 2023	-	37,485	20,812	7,068	3,304	68,669
Charge for year	-	2,506	4,971	117	962	8,556
						0
As at 31 March 2024	-	39,991	25,783	7,185	4,266	77,225
NBV 31/03/2023	837,545	16,710	18,188	345	1,403	£874,191
NBV 31/03/2024	837,545	14,204	28,168	466	3,849	£884,232
Depreciation rate: Reducing balance		15%	15%	20%	20%	
Additions:-						
Green Building Battery Storage			14951.00			
Swings 17/8					3408.00	
Microphones 9/2				238.00		
		0.00	14,951.00	238.00	3,408.00	
Note 2	Creditors and accruals					
	Accounts fee			£405.00		
	Wave – water rates			£20.00		
					£425.00	
Note 3	Prepayments					
	PRS / PPL			£600.21		
					£600.21	
Note 4	Grants					
	NNDC			£11,960.00		
	G Watling Trust			£7,500.00		
	Sported Foundation – gym			£2,000.00		
					£21,460.00	
Note 5	Donations					
	Swings			£2,800.00		
	Others – per summary			£211.77		
					£3,011.77	

HICKLING PLAYING FIELD OR RECREATION GROUND

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

		<u>2024</u>	<u>2023</u>
SUMMARY OF PAYMENTS	Notes		
<u>Management and administration</u>			
Property repairs and maintenance		3,190	4,426
Cleaning and associated sundries		3,069	2,717
Grass cutting and grounds maintenance		3,609	2,515
Rates and water		876	1,048
Insurances		2,593	1,464
Light and heat		9,118	6,869
Postage and office supplies		42	63
Broadband and telephone		781	757
Subscriptions and licences		1,238	1,285
Community garden		1,256	454
Accountancy		395	395
		<u>26,167</u>	<u>21,993</u>
<u>Cost of generating funds</u>			
Advertising, printing and promotions		437	589
Community gym – instructors and hire		11,923	10,603
Equipment repairs and replacements		593	68
Other misc costs		5,794	-
Cinema and sundry fund raising costs		2,323	3,228
		<u>21,070</u>	<u>14,488</u>
<u>Depreciation</u>			
Gym and barn equipment	1	2,506	2,949
Improvements to premises	1	4,971	3,210
Cinema and computer equipment	1	117	86
Playground equipment	1	962	351
		<u>8,556</u>	<u>6,596</u>
TOTAL PAYMENTS		<u><u>£55,793</u></u>	<u><u>£43,077</u></u>

HICKLING PLAYING FIELD OR RECREATION GROUND

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

	Notes	<u>2024</u>	<u>2023</u>
SUMMARY OF RECEIPTS			
Voluntary Sources			
Grants	4	21,460	1,190
Donations	5	<u>3,012</u>	<u>4,155</u>
		24,472	5,345
Fundraising and trading activities			
Fundraising events		9,334	7,561
Room hire		17,100	15,275
Community gym		15,300	13,013
Rural cinema and bowls		<u>1,444</u>	<u>738</u>
		43,178	36,587
Other income			
Solar energy		6,872	5,635
Insurance claim		-	899
Other sundry income		<u>121</u>	<u>-</u>
		6,993	6,534
TOTAL RECEIPTS		<u><u>£74,643</u></u>	<u><u>£48,466</u></u>

SUMMARY OF OTHER COSTS / MISC

18/Apr Fireworks re Coronation weekend	2400.00
04/Sep Phoenix Trust snooker room hire	200.00
27/Nov Firework event for Xmas	3000.00
23/Dec Shortmat bowls cost	135.60
04/Sep T Fiske Children's Day Card payments	42.50
Sundry costs re Gym accounts	15.50
	5793.60

SUMMARY OF REPAIRS AND MAINTENANCE

09-Jun Skinners -repairs to walkway lighting	898.59
18-Jul Key cards	38.87
19-Jul Skinners - external lighting	316.32
04-Sep TecServe replace faulty emergency light	58.80
10-Oct Annual fee fire alarm/emergency lights to 1/9/23	404.18
30-Oct Skinners light post repairs	369.54
08-Nov Concrete post mix	40.90
11-Dec G Manthorpe expenses for repairs	66.00
29-Dec NW Fire annual fee	96.00
05-Feb Kitchen door	14.74
05-Feb PAT testing	696.56
19-Feb Vocalvale routine maintenance	117.60
19/feb AC Leigh swipe cards	48.29
16-Aug Vocalvale annual fee	24.00
	3190.39

Other donations (main a/c)

24-Apr Amazon	5.00
19-Aug Amazon	22.06
23-Oct Menopause Support	50.00
30-Oct Langley School	100.00
08-Dec Coastal Chippy	30.00
Feb '24 Feb Donation (Gym)	4.71
	211.77

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF HICKLING PLAYING FIELD OR RECREATION GROUND CHARITY NUMBER 270199

This report on the financial statements of the Hickling Playing Field or Recreation Ground for the year ended 31 March 2024 is in respect of an examination carried out in accordance with Section 145 of the Charities Act 2011.

Respective responsibilities of the Charity and the examiner

The trustees of the Charity are responsible for the preparation of the financial statements and have considered that an audit is not required under the Charities Act 2011. It is our responsibility, as the appointed Independent Examiner, to issue this report on those financial statements in accordance with the terms of the Regulations.

Basis of Independent Examiner's report

Our examination was carried out in accordance with the General directions given by the Charity Commission. The examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit. Consequently, no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with our examination, no matter has come to our attention:-

1. which gives us reasonable cause to believe that in any material respect the requirements
 - . to keep accounting records in accordance with section 130 of the Charities Act 2011; and
 - . to prepare financial statements which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**KAREN CHRISTIANSON
FOR FARR AND ASSOCIATES LIMITED
Church Farm Cottages
Great Witchingham
NR9 5PL**

DATE: 26 August 2024

HICKLING PLAYING FIELD OR RECREATION GROUND

England & Wales - Charity number 270199

Accounts

Hickling Playing Field or Recreation Ground Charity
Annual Report October 2023

Names of the Trustees who manage the charity

Name	Office	Appointing Body
Nick Baker	Chair	Open Election
Louise Chicken	Treasurer	Hickling Football Club
Gemma Scarborough (nominated)		Hickling PC
Shirley Sainsbury	Secretary	The Snooker Club
Viv Tallowin		Open Election
Claire Madden		Hickling School
Matthew Hubbard	Vice Chair	The Phoenix Trust
Vacant		St Mary's Church
Vacant		Methodist Church
Gary Grover		Co opted
Tony Swain		Co opted
Anne Holloway		Co opted
Claire Mudzinski		Co opted
Jeanette Jennings		Co opted
Kate Hannant		Co opted

Names of the Charity's advisers

Solicitor Hansells Solicitors 13 the Close Norwich NR1 4DS

Accountant Ms Karen Christiansen

Description of the charity's trusts

Type of governing document - Constitution

How the charity is constituted - As a Trust

Trustee Selection Method

A proportion of our Trustees are elected annually by open election by the charity's members.

Further trustees are appointed as nominated Trustees from stakeholder groups in our community.

For the benefit of the Charity's management up to three further Trustees may also be co-opted

The Charity trustees agreed that Hickling Parish Council would be granted two trustee positions (one nominated, one co-opted)

following successful resolution of the Parish Councils dispute with the Charity in May 2015.

Two Parish Councilors have been annually appointed to the Board of Trustees since the Charity AGM in September 2015. One of these is an appointed Trustee, the other is co-opted.

The Hickling Hunnies were a nominating organisation, but have now ceased operating. They were removed by the membership as a nominating body at the 2018 AGM, with the place on the Board replaced by an openly elected post. The District Councillors Trustee post was removed and replaced with a co-opted post at the 2019 AGM.

Policies and Procedures

The HPFRGC has a range of policies and procedures of which the following are in place.

- Membership
- Equality and Diversity
- Environmental
- Children and Vulnerable Adults
- Complaints
- Fire Safety Policy
- Weekend Block Booking Policy
- Age Verification
- Snow and Ice clearing
- Roles and responsibilities of Trustees and Office Holders
- Data Protection
- Privacy
- Equality & Diversity
- Volunteers

All policies are reviewed at least annually before the AGM or as required by changes in circumstances.

Additional policies and procedures will be introduced according to the needs of the charity and its members.

The HPFRGC will aspire to the Charity Commissions “Hallmarks of a good Charity” and use them to underpin all decisions, policies, procedures and strategy.

Charity Structure

The Charity is Governed by the Board of Trustees.

Within this group there are Trustees who take responsibility for particular areas of the Trusts activities. The Board are responsible for the overall Governance of the Charity and its ongoing strategic development.

The Trustees make the practical daily decisions about booking, cleaning, maintenance and use of Hickling Barn as well as broader areas of work such as sports and community recreation development, marketing and organising fundraising events and projects.

The Events Management Team

The events management team have been formed from a combination of Trustees, volunteers and stakeholder representatives, and have co opted community members with specific skill sets to support the ongoing development of Hickling Barn's events and its community services. The Events management team are responsible for overseeing and managing events at the barn run by the charity.

The Phoenix Trust

The Phoenix Trust is a separate Village Charity whose objects closely match those of the HPFRGC.

The Phoenix Trust made a substantial financial contribution towards the capital cost of Hickling Barn and in recognition of this it was planned that they have a separate room on the premises. Now that Hickling Parish Councils dispute with the charity has been settled, an agreement has been drawn up the Phoenix Trust's use of the Laura Edgell room. The "Laura Edgel Room" room run by the Phoenix Trust has two snooker tables with hard covers which enables the room to be used for other community purposes in line with the objects of both charities specifically and community recreation halls generally.

Risk Management

HPFRGC is committed to risk management.

The HPFRGC will follow Charity Commission risk management strategies to ensure that the beneficiaries, resources and reputation of the Charity are properly protected.

Charity Objects

The original objects of the charity were set out in a conveyance dated 6 May 1937 which says that the Recreation Ground land at Ouse lane must be held "upon Trust to permit the same to be used in perpetuity as a Playing Field or Recreation Ground for the Parish of Hickling.

The Conveyance was amended by a scheme on 20th August 1976 to allow a parcel of land to be sold and the proceeds to benefit the charity.(The building plots now known as Mallard Way)

The conveyance was further amended by a scheme on the 11th May 2010 to allow the sale of another parcel of land with the proceeds going towards the building of a new Recreation Centre on the Charity's land in furtherance of the charity's objects.

A Further deed of Amendment of Administrative Provisions to enable the public election of Trustees was made in April 2012. The Constitution was further amended by members at a SGM of the charity in December 2014

The objects of the Charity are

"To provide a playing field or recreation ground for the Parish of Hickling"

The Trustees are responsible for ensuring that the Charity's activities provide Public Benefit when meeting its objects.

Principle 1: There must be an identifiable benefit or benefits

1a It must be clear what the benefits are - The HPFRGC has built a new, accessible recreation hall, Hickling Barn, for the community to replace old facilities that had been lost or were not fit for purpose

1b The benefits must be related to the aims - Hickling Barn meets the objects of our charity by providing indoor as well as outdoor community recreation facilities for our community.

1c Benefits must be balanced against any detriment or harm -

The Trustees have put in place stringent booking and management procedures to ensure that events do not cause undue noise or disruption to our neighbours.

Principle 2: Benefit must be to the public, or section of the public - Hickling Barn is available to the public.

2a The beneficiaries must be appropriate to the aims - The beneficiaries are the members of our local community

2b Where benefit is to a section of the public, the opportunity to benefit must not be unreasonably restricted by:

1. geographical or other restrictions - Hickling Barn is based centrally in the community that it serves.
2. ability to pay any fees charged - Hickling Barn is of potential benefit to all members of our community not to a section of it as we are keeping hire fees and activity session fees to a minimum. See fees and charges below

2c People in poverty must not be excluded from the opportunity to benefit. - We are keeping our session charges as low as possible and are fundraising and providing subsidised lettings to ensure that people in poverty can use the hall. We have also provided subsidised Gym membership to persons who cannot afford to participate.

2d Any private benefits must be incidental - the Trustees have all signed governance documents to this effect/ The Charity Commission has issued guidance on Public Benefit and the responsibilities of Trustees. This guidance has been given to Trustees who ensure that they have read and understood it.

Grant Making

At this stage the HPFRGC is not in a position to make grants. We hope to set up a Bursary Fund in the long term to assist people in poverty to use our resources.

Volunteers

Hickling Barn and the Recreation Ground are reliant on volunteers to ensure its effective management, operation and provision of activities and recreation.

A core team of Volunteers was established through community meetings, and door to door surveys. This year we have developed a policy that supports volunteers and ensures that they are valued and respected by the Charity, its management and Trustees.

Community Wellbeing

The Charity continues to deliver a wide range of community wellbeing activities that have improved the health and wellbeing of our community

Governance of the Charity

The charity's current constitution was approved by its members at a General meeting of the Charity in December 2014. It was amended at the 2018 AGM to remove the nominated place for the Hickling Hunnies who are no longer in existence. The Hunnies place on the Board became an openly elected place at this time. At the 2019 AGM the District Councillor Trustee role was changed to a co opted one.

Community Consultation and Information

The HPFRGC has consulted and informed the local community in the following ways.

Public Trustee and General meetings of the Charity
Information Fliers delivered to each Household in Hickling
Information Updates in the monthly Parish Magazine
Information updates and Plans on the Parish website
Reports to the Parish Council

A detailed website has been designed and implemented by the HPFRGC to give full public access to the Charity's work and activities at the Barn

Donations

A number of generous donations have been received by way of purchase of items and by voluntary contribution of professional skills.

Funds

The Trustees have worked hard to stabilise the Charity's finances over the ensuing years. Happily, we have now re established an excellent relationship with the current Parish Council and thanks to

the hard work of our volunteers and tremendous support from our community, we have now managed to create essential reserve and maintenance funds.

Reserves Policy

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In line with good Charity management principles and prudent risk management, the Charity has now established a capital reserve of £20,000 which is equivalent to approximately one years operating costs.

Details of funds Materially in Deficit

Nil

Grant and Community Funding

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The Parishioners of Hickling

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The Broads Authority Sustainable Development Fund

The Football Foundation

Tesco Community Foundation

The Geoffrey Watling Charity

The Norfolk Playing Fields Association

The Family of Mrs J Tallowin

Norfolk Community Foundation

A Squared Architects

Davis Langdon

Broadland Computers

The John Jarrold Trust

The Cadbury Trust

KPMG

HICKLING PLAYING FIELD OR
RECREATION GROUND

ACCOUNTS FOR THE YEAR ENDED

31 MARCH 2023

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The procedures we have undertaken have provided satisfactory evidence of the figures contained in the accounts and no issues have come to our attention during our examinations that would cause us to believe that the accounts are not being prepared in such a way that meets the requirements of the 2011 Act.

K J Christianson
Farr and Associates

**HICKLING PLAYING FIELD OR RECREATION GROUND
ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023**

STATEMENT OF ASSETS AND LIABILITIES

	Notes	<u>2023</u>	<u>2022</u>
Bank account balances			
NatWest current account		-	4,603
CAF deposit account	5	-	10
Cash on hand (cinema/bowls)		100	100
Barclays Community account		75,369	64,432
Barclays Community Gym account		4,988	2,626
NatWest Business Reserve		474	474
		<u>80,931</u>	<u>72,245</u>
Fixed Assets	1		
Freehold property		837,545	837,545
Kitchen and gym equipment		16,710	16,176
Premises improvements		18,188	21,398
Cinema and computer equipment		345	431
Playground equipment		1,403	1,754
		<u>874,191</u>	<u>877,304</u>
Other Assets			
Prepayments	3	842	931
		<u>842</u>	<u>931</u>
Liabilities			
Other creditors and accruals	2	525	430
		<u>525</u>	<u>430</u>
Total assets less liabilities		<u><u>£955,439</u></u>	<u><u>£950,050</u></u>

RECONCILIATION OF FUNDS

Total funds brought forward		950,050	951,011
Total income per summary			
General Fund – Unrestricted		42,831	35,213
Other Funds – Restricted		5,635	5,383
		<u>48,466</u>	<u>40,596</u>
Total payments per summary			
General Fund – Unrestricted		43,077	40,807
Other Funds – Restricted		-	750
		<u>43,077</u>	<u>41,557</u>
Surplus / Loss for the year		<u>5,389</u>	<u>-961</u>
Total funds carried forward		<u><u>£955,439</u></u>	<u><u>£950,050</u></u>

HICKLING PLAYING FIELD OR RECREATION GROUND
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023

FIXED ASSET SCHEDULE

Note 1	<u>Freehold Property</u>	<u>Gym and Barn Equipment</u>	<u>Premises Improvements</u>	<u>Cinema & Computer Equipment</u>	<u>Playground Equipment</u>	<u>TOTALS</u>
Cost						
As at 1 April 2022	837,545	50,712	39,000	7,413	4,707	939,377
Additions		3,483				3,483
Disposals						0
As at 31 March 2023	837,545	54,195	39,000	7,413	4,707	942,860
Depreciation						
As at 1 April 2022	-	34,536	17,602	6,982	2,953	62,073
Charge for year	-	2,949	3,210	86	351	6,596
						0
As at 31 March 2023	-	37,485	20,812	7,068	3,304	68,669
NBV 31/03/2022	837,545	16,176	21,398	431	1,754	£877,304
NBV 31/03/2023	837,545	16,710	18,188	345	1,403	£874,191
Depreciation rate: Reducing balance		15%	15%	20%	20%	
Additions:-						
Barbell & Upright cycle		1019.20				
New bike from Fitness superstore		899.00				
Bench & table for Community garden		840.00				
Gopak folding tables		725.11				
		3,483.31	0.00	0.00	0.00	
Note 2	Creditors and accruals					
	Accounts fees					£405.00
	Wave water rates 14/3 – 31/3/22					£120.00
						£525.00
Note 3	Prepayments					
	PRS/PPL					402.03
	Alan Boswell insurance fully prepaid					440.30
						842.33
Note 4	Other sundry expenses					
	The amount of £454 is all Community Garden costs					
Note 5	CAF Deposit account					
	There have been no statements seen for this account for years, the ongoing balance of £10.09 has been included with fundraising costs to effectively 'close' the account					

HICKLING PLAYING FIELD OR RECREATION GROUND

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

		<u>2023</u>	<u>2022</u>
SUMMARY OF PAYMENTS	Notes		
<u>Management and administration</u>			
Property repairs and maintenance		4,426	3,663
Cleaning and associated sundries		2,717	2,153
Grass cutting and grounds maintenance		2,515	2,299
Rates and water		1,048	1,003
Insurances		1,464	1,833
Light and heat		6,869	6,013
Postage and office supplies		63	259
Broadband and telephone		757	615
Subscriptions and licences		1,285	903
Other sundry expenses	4	454	2,130
Accountancy		395	425
		<u>21,993</u>	<u>21,296</u>
<u>Cost of generating funds</u>			
Advertising, printing and promotions		589	489
Community gym – instructors and hire		10,603	9,059
Equipment repairs and replacements		68	639
Cinema and sundry fund raising costs		3,228	2,896
		<u>14,488</u>	<u>13,083</u>
<u>Depreciation</u>			
Gym and barn equipment	1	2,949	2,855
Improvements to premises	1	3,210	3,776
Cinema and computer equipment	1	86	108
Playground equipment	1	351	439
		<u>6,596</u>	<u>7,178</u>
TOTAL PAYMENTS		<u><u>£43,077</u></u>	<u><u>£41,557</u></u>

HICKLING PLAYING FIELD OR RECREATION GROUND

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

	Notes	<u>2023</u>	<u>2022</u>
SUMMARY OF RECEIPTS			
Voluntary Sources			
Grants – NNDC Covid	-	-	2,667
Grants – NNDC Start ups	-	-	8,000
Grant – Phoenix Trust	840	-	500
Grant – Community Garden PCC	350	-	500
Fireworks donation	2,500	-	-
Donations	1,655	326	-
		<u>5,345</u>	<u>11,993</u>
Fundraising and trading activities			
Fundraising events	7,561	2,577	-
Room hire	15,275	10,035	-
Community gym	13,013	10,548	-
Rural cinema and bowls	738	-	-
		<u>36,587</u>	<u>23,160</u>
Other income			
Solar energy	5,635	5,383	-
Insurance claim	899	-	-
Other sundry income	-	60	-
		<u>6,534</u>	<u>5,443</u>
TOTAL RECEIPTS		<u><u>£48,466</u></u>	<u><u>£40,596</u></u>

SUMMARY OF REPAIRS AND MAINTENANCE

19-Jul Replacement water heater inv 20	566.74
2-Aug Tecserv annual fire alarm maintenance inv 25	392.87
8-Aug Plumber repairs to toilet re leak inv 29	123.73
11-Sep Replace LED spotlights in snooker room inv 38	387.35
7-Nov N Baker 4 gang cable reel inv 51	53.15
7-Nov N Baker playground repairs inv 52	579.12
17-Nov Tesco toilet gel & cleaning products inv 52a	8.85
28-Feb Skinners annual PAT testing inv 59	1,855.16
20-Jan N Walsham Fire Protection annual service inv 70.	240.79
30-Jan P Jones heating issue in main hall inv 72	75.00
8-Feb Vocalvale routine maintenance inv 79	142.80
	4425.56

SUMMARY OF OTHER COSTS AND MISC

16/May Hall hire refund	30.00
01/Jun A Holloway Community Garden plants/grass seed inv 11	54.37
09/Jun Supply and install bench and table set inv 12	840.00
15/Jul A Holloway Community Garden veg plants inv 18	24.35
17/Jul N Baker fixings for picnic table & benches inv 19	108.80
03/Oct Farr & Assoc accounts	395.00
30/Nov Hire of projector inv 53	30.00
03/Jan Gardening More Sustainably course inv 64	242.00
02/Feb Huddle Gopak folding tables inv 75	725.11
08/Feb A Holloway Community Garden plant labels inv 77	24.89
	2474.52

	<u>Other</u> <u>Opening</u> <u>Balances</u>	<u>Barclays</u> <u>Community</u> <u>GYM A/C</u>	<u>NatWest</u> <u>Current</u> <u>Account</u>	<u>NatWest</u> <u>Business</u> <u>Reserve</u>	<u>CAF</u> <u>Deposit</u> <u>Account</u>	<u>Barclays</u> <u>Community</u> <u>Account</u>	<u>Cinema</u> <u>Cash</u> <u>on hand</u>	<u>Journals</u> <u>and</u> <u>adj's</u>	<u>TOTALS</u>
Total of opening bank balances	72245.49								
OTHER ASSETS AND LIABILITIES									
FREEHOLD PROPERTY	837545.00								£837,545.00
Gym and barn equipment cost	50712.14	1918.20				1565.11			£54,195.45
Gym and barn equipment depn	-34536.00							-2949.00	-£37,485.00
Premises improvement	38999.76								£38,999.76
Premises improvement depn	-17602.00							-3210.00	-£20,812.00
Cinema & computer equipment cost	7412.99								£7,412.99
Cinema & computer equipment depn	-6982.00							-86.00	-£7,068.00
Playground equipment cost	4706.58								£4,706.58
Playground equipment depn	-2953.00							-351.00	-£3,304.00
Prepayments	931.01							-88.68	£842.33
Accruals and prepaid income	-430.00							-95.00	-£525.00
EXPENSES									
<u>Management and administration</u>									
Property repairs and maintenance						4425.56			£4,425.56
Grass cutting and grounds maint						2515.15			£2,515.15
Cleaning and sundries						2717.23			£2,717.23
Rates and water						846.48		201.91	£1,048.39
Insurances						1904.76		-440.30	£1,464.46
Light and heat						6975.60		-106.91	£6,868.69
Postage and office supplies						62.61			£62.61
Broadband and telephone						756.63			£756.63
Subscriptions and licences						2289.44		100.78	£2,390.22
Accountancy						395.00		0.00	£395.00
Community Garden						454.41			£454.41
<u>Cost of generating funds</u>									
Advertising, printing and promotions						589.52			£589.52
Community gym – instructors & hire		9994.00							£9,994.00
Equipment repairs and replacement (GYM)		67.93							£67.93
Training fees and courses (J Hewitt insurance)		180.41						428.20	£608.61
T-Shirts for re-sale		414.91							£414.91
Sundry fund raising costs		136.00			10.09	1561.66			£1,707.75
<u>Other Expenditure</u>									
Gym and barn equipment depn								2949.00	£2,949.00
Premises improvement depn								3210.00	£3,210.00
Cinema & computer equipment depn								86.00	£86.00
Playground equipment depn								351.00	£351.00
TOTAL EXPENSES	£950,049.97	£12,711.45	£0.00	£0.00	£10.09	£27,059.16	£0.00	£0.00	£989,830.67
CLOSING BALANCES		£4,988.37	£0.00	£474.14	£0.00	£75,368.82	£100.00	£0.00	£80,931.33

HICKLING PLAYING FIELD OR RECREATION GROUND

England & Wales - Charity number 270199

Accounts

Hickling Playing Field or Recreation Ground Charity Annual Report October 2022

Names of the Trustees who manage the charity

Name	Office	Appointing Body
Nick Baker	Chair	Open Election
Louise Chicken	Treasurer	Hickling Football Club
Gemma Scarborough		Hickling Pc (nominated)
Eilish Rothney		Hickling Pc (Co opted)
Shirley Sainsbury		Open Election
Viv Tallowin		Open Election
Claire Madden		Hickling School
Matthew Hubbard	Vice Chair	The Phoenix Trust
Claire Madden		Open Election
Vacant		St Mary's Church
Vacant		Methodist Church
Vacant		The Snooker Club
Tony Swain		Co opted
Anne Holloway		Co opted
Jackie Middleton	Secretary	Co opted
Andrea Hillyer		Co opted
Claire Mudzinski		Co opted

Names of the Charity's advisers

Solicitor Hansells Solicitors 13 the Close Norwich NR1 4DS

Accountant Ms Karen Christiansen

Description of the charity's trusts

Type of governing document - Constitution

How the charity is constituted - As a Trust

Trustee Selection Method

A proportion of our Trustees are elected annually by open election by the charity's members.

Further trustees are appointed as nominated Trustees from stakeholder groups in our community.

For the benefit of the Charity's management up to three further Trustees may also be co-opted

The Charity trustees agreed that Hickling Parish Council would be granted two trustee positions (one nominated, one co-opted) following successful resolution of the Parish Councils dispute with the Charity in May 2015. Two Parish Councilors have been annually appointed to the Board of Trustees since the Charity AGM in September 2015. One of these is an appointed Trustee, the other is co-opted.

The Hickling Hunnies were a nominating organisation, but have now ceased operating. They were removed by the membership as a nominating body at the 2018 AGM, with the place on the Board replaced by an openly elected post. The District Councillors Trustee post was removed and replaced with a co-opted post at the 2019 AGM.

Policies and Procedures

The HPFRGC has a range of policies and procedures of which the following are in place.

- Membership
- Equality and Diversity
- Environmental
- Children and Vulnerable Adults
- Complaints
- Fire Safety Policy
- Weekend Block Booking Policy
- Age Verification
- Snow and Ice clearing
- Roles and responsibilities of Trustees and Office Holders
- Data Protection
- Privacy
- Equality & Diversity
- Volunteers

All policies are reviewed at least annually before the AGM or as required by changes in circumstances.

Additional policies and procedures will be introduced according to the needs of the charity and its members.

The HPFRGC will aspire to the Charity Commissions "Hallmarks of a good Charity" and use them to underpin all decisions, policies, procedures and strategy.

Charity Structure

The Charity is Governed by the Board of Trustees.

Within this group there are Trustees who take responsibility for particular areas of the Trusts activities. The Board are responsible for the overall Governance of the Charity and its ongoing strategic development.

The Trustees make the practical daily decisions about booking, cleaning, maintenance and use of Hickling Barn as well as broader areas of work such as sports and community recreation development, marketing and organising fundraising events and projects.

The Events Management Team

The events management team have been formed from a combination of Trustees, volunteers and stakeholder representatives, and have co opted community members with specific skill sets to support the ongoing development of Hickling Barn's events and its community services. The Events management team are responsible for overseeing and managing events at the barn run by the charity.

The Phoenix Trust

The Phoenix Trust is a separate Village Charity whose objects closely match those of the HPFRGC.

The Phoenix Trust made a substantial financial contribution towards the capital cost of Hickling Barn and in recognition of this it was planned that they have a separate room on the premises. Now that Hickling Parish Councils dispute with the charity has been settled, an agreement has been drawn up the Phoenix Trust's use of the Laura Edgell room. The "Laura Edgel Room" room run by the Phoenix Trust has two snooker tables with hard covers which enables the room to be used for other community purposes in line with the objects of both charities specifically and community recreation halls generally.

Risk Management

HPFRGC is committed to risk management.

The HPFRGC will follow Charity Commission risk management strategies to ensure that the beneficiaries, resources and reputation of the Charity are properly protected.

Charity Objects

The original objects of the charity were set out in a conveyance dated 6 May 1937 which says that the Recreation Ground land at Ouse lane must be held "upon Trust to permit the same to be used in perpetuity as a Playing Field or Recreation Ground for the Parish of Hickling.

The Conveyance was amended by a scheme on 20th August 1976 to allow a parcel of land to be sold and the proceeds to benefit the charity.(The building plots now known as Mallard Way)

The conveyance was further amended by a scheme on the 11th May 2010 to allow the sale of another parcel of land with the proceeds going towards the

building of a new Recreation Centre on the Charity's land in furtherance of the charity's objects.

A Further deed of Amendment of Administrative Provisions to enable the public election of Trustees was made in April 2012. The Constitution was further amended by members at a SGM of the charity in December 2014

The objects of the Charity are

"To provide a playing field or recreation ground for the Parish of Hickling"

The Trustees are responsible for ensuring that the Charity's activities provide Public Benefit when meeting its objects.

Principle 1: There must be an identifiable benefit or benefits

1a It must be clear what the benefits are - The HPFRGC has built a new, accessible recreation hall, Hickling Barn, for the community to replace old facilities that had been lost or were not fit for purpose

1b The benefits must be related to the aims - Hickling Barn meets the objects of our charity by providing indoor as well as outdoor community recreation facilities for our community.

1c Benefits must be balanced against any detriment or harm -

The Trustees have put in place stringent booking and management procedures to ensure that events do not cause undue noise or disruption to our neighbours.

Principle 2: Benefit must be to the public, or section of the public - Hickling Barn is available to the public.

2a The beneficiaries must be appropriate to the aims - The beneficiaries are the members of our local community

2b Where benefit is to a section of the public, the opportunity to benefit must not be unreasonably restricted by:

1. geographical or other restrictions - Hickling Barn is based centrally in the community that it serves.

2. ability to pay any fees charged - Hickling Barn is of potential benefit to all members of our community not to a section of it as we are keeping hire fees and activity session fees to a minimum. See fees and charges below

2c People in poverty must not be excluded from the opportunity to benefit. - We are keeping our session charges as low as possible and are fundraising and providing subsidised lettings to ensure that people in poverty can use the hall. We have also provided subsidised Gym membership to persons who cannot afford to participate.

2d Any private benefits must be incidental - the Trustees have all signed governance documents to this effect/ The Charity Commission has issued guidance on Public Benefit and the responsibilities of Trustees. This guidance has been given to Trustees who ensure that they have read and understood it.

Grant Making

At this stage the HPFRGC is not in a position to make grants. We hope to set up a Bursary Fund in the long term to assist people in poverty to use our resources.

Volunteers

Hickling Barn and the Recreation Ground are reliant on volunteers to ensure its effective management, operation and provision of activities and recreation.

A core team of Volunteers was established through community meetings, and door to door surveys. This year we have developed a policy that supports volunteers and ensures that they are valued and respected by the Charity, its management and Trustees.

Community Wellbeing

The Charity continues to deliver a wide range of community wellbeing activities that have improved the health and wellbeing of our community

Governance of the Charity

The charity's current constitution was approved by its members at a General meeting of the Charity in December 2014. It was amended at the 2018 AGM to remove the nominated place for the Hickling Hunnies who are no longer in existence. The Hunnies place on the Board became an openly elected place at this time. At the 2019 AGM the District Councillor Trustee role was changed to a co opted one.

Community Consultation and Information

The HPFRGC has consulted and informed the local community in the following ways.

Public Trustee and General meetings of the Charity

Information Fliers delivered to each Household in Hickling

Information Updates in the monthly Parish Magazine

Information updates and Plans on the Parish website

Reports to the Parish Council

A detailed website has been designed and implemented by the HPFRGC to give full public access to the Charity's work and activities at the Barn

Donations

A number of generous donations have been received by way of purchase of items and by voluntary contribution of professional skills.

Funds

The Trustees have worked hard to stabilise the Charity's finances over the ensuing years. Happily, we have now re established an excellent relationship with the current Parish Council and thanks to the hard work of our volunteers and tremendous support from our community, we have now managed to create essential reserve and maintenance funds.

Reserves Policy

The Charity's Deed of Amendment to its administrative provisions meets the Charity Commission's requirements for reserves management policy and procedure.

In line with good Charity management principles and prudent risk management, the Charity has now established a capital reserve of £20,000 which is equivalent to approximately one years operating costs.

Details of funds Materially in Deficit

Nil

Grant and Community Funding

This financial year we have received grants from The Phoenix Trust Charity for which we are most grateful. We would like to thank the following sponsors and Grant bodies for their kind and generous funding and donations which enabled the construction of Hickling Barn.

The Parishioners of Hickling

The late Mr & Mrs D Tate

Norfolk Rural Community Council

Community Sustainable Energy Programme

The Broads Authority Sustainable Development Fund

The Football Foundation

Tesco Community Foundation

The Geoffrey Watling Charity

The Norfolk Playing Fields Association

The Family of Mrs J Tallowin

Norfolk Community Foundation

A Squared Architects

Davis Langdon

Broadland Computers

The John Jarrold Trust

The Cadbury Trust

KPMG

HICKLING PLAYING FIELD OR
RECREATION GROUND

ACCOUNTS FOR THE YEAR ENDED

31 MARCH 2022

ACCOUNTS PREPARED FOR:-

Hickling Playing Field or Recreation Ground
C/O Mrs S Sainsbury
Briarley Lodge
Stubb Road
Hickling
Norwich
NR12 0BN

ACCOUNTS PREPARED BY:

Farr & Associates Limited
1 Church Farm Cottages
Church Farm Lane
Great Witchingham
Norwich
NR9 5PL

As the body responsible for the preparation of annual accounts, the charity's trustees consider an audit was not required for this year, under Section 144(2) of the Charities Act 2011. We have been appointed by the trustees to independently examine the accounts. We acknowledge that it has been our responsibility to undertake these examinations and have done so following the guidelines laid down by the Charity Commission and using all books, records and explanations made available to us.

The procedures we have undertaken have provided satisfactory evidence of the figures contained in the accounts and no issues have come to our attention during our examinations that would cause us to believe that the accounts are not being prepared in such a way that meets the requirements of the 2011 Act.

K J Christianson
Farr and Associates

Date:

**HICKLING PLAYING FIELD OR RECREATION GROUND
ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022**

STATEMENT OF ASSETS AND LIABILITIES

	Notes	<u>2022</u>	<u>2021</u>
Bank account balances			
NatWest current account		4,603	4,603
CAF deposit account		10	10
Cash on hand (cinema/bowls)		100	100
Barclays Community account		64,432	59,259
Barclays Community Gym account		2,626	2,354
NatWest Business Reserve		<u>474</u>	<u>474</u>
		72,245	66,800
Fixed Assets	1		
Freehold property		837,545	837,545
Kitchen and gym equipment		16,176	18,250
Premises improvements		21,398	25,174
Cinema and computer equipment		431	539
Playground equipment		<u>1,754</u>	<u>2,193</u>
		877,304	883,701
Other Assets			
Prepayments	3	<u>931</u>	<u>905</u>
		931	905
Liabilities			
Other creditors and accruals	2	<u>430</u>	<u>395</u>
		430	395
Total assets less liabilities		<u><u>£950,050</u></u>	<u><u>£951,011</u></u>

RECONCILIATION OF FUNDS

Total funds brought forward		951,011	939,282
Total income per summary			
General Fund – Unrestricted		35,213	38,769
Other Funds – Restricted		<u>5,383</u>	<u>9,888</u>
		40,596	48,657
Total payments per summary			
General Fund – Unrestricted		40,807	36,928
Other Funds – Restricted		<u>750</u>	<u>-</u>
		41,557	36,928
Loss / Surplus for the year		<u>-961</u>	<u>11,729</u>
Total funds carried forward		<u><u>£950,050</u></u>	<u><u>£951,011</u></u>

HICKLING PLAYING FIELD OR RECREATION GROUND
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

FIXED ASSET SCHEDULE

Note 1	<u>Freehold Property</u>	<u>Gym and Barn Equipment</u>	<u>Premises Improvements</u>	<u>Cinema & Computer Equipment</u>	<u>Playground Equipment</u>	<u>TOTALS</u>
Cost						
As at 1 April 2021	837,545	49,931	39,000	7,413	4,707	938,596
Additions		781				781
Disposals						0
As at 31 March 2022	837,545	50,712	39,000	7,413	4,707	939,377
Depreciation						
As at 1 April 2021	-	31,681	13,826	6,874	2,514	54,895
Charge for year	-	2,855	3,776	108	439	7,178
						0
As at 31 March 2022	-	34,536	17,602	6,982	2,953	62,073
NBV 31/03/2021	837,545	18,250	25,174	539	2,193	£883,701
NBV 31/03/2022	837,545	16,176	21,398	431	1,754	£877,304
Depreciation rate: Reducing balance		15%	15%	20%	20%	
Additions:-						
Coffee maker		324.00				
Treadmill for gym		456.94				
		780.94	0.00	0.00	0.00	

Note 2	Creditors and accruals	
	Accounts fees	£405.00
	Wave water rates 14/3 – 31/3/22	£25.00
		£430.00

Note 3	Prepayments	
	Alan Boswell insurance	428.20
	Survey Monkey	314.56
	PRS/PPL	188.25
		931.01

HICKLING PLAYING FIELD OR RECREATION GROUND

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

SUMMARY OF PAYMENTS	Notes	<u>2022</u>	<u>2021</u>
<u>Management and administration</u>			
Property repairs and maintenance		3,663	4,733
Cleaning and associated sundries		2,153	1,203
Grass cutting and grounds maintenance		2,299	2,130
Rates and water		1,003	-176
Insurances		1,833	1,824
Light and heat		6,013	3,827
Postage and office supplies		259	97
Broadband and telephone		615	611
Subscriptions and licences		903	1,969
Other sundry expenses		2,130	741
Accountancy		<u>425</u>	<u>430</u>
		21,296	17,389
<u>Cost of generating funds</u>			
Advertising, printing and promotions		489	338
Community gym – instructors and hire		9,059	10,031
Equipment repairs and replacements		639	42
Cinema and sundry fund raising costs		<u>2,896</u>	<u>783</u>
		13,083	11,194
<u>Depreciation</u>			
Gym and barn equipment		2,855	3,220
Improvements to premises		3,776	4,442
Cinema and computer equipment		108	135
Playground equipment		<u>439</u>	<u>548</u>
		7,178	8,345
TOTAL PAYMENTS		<u><u>£41,557</u></u>	<u><u>£36,928</u></u>

HICKLING PLAYING FIELD OR RECREATION GROUND

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

	Notes	<u>2022</u>	<u>2021</u>
SUMMARY OF RECEIPTS			
Voluntary Sources			
Grants – NNDC Covid		2,667	22,407
Grants – NNDC Start ups		8,000	-
Grant – Phoenix Trust		500	4,950
Grant – Community Garden PCC		500	-
Donations		<u>326</u>	<u>299</u>
		11,993	27,656
Fundraising and trading activities			
Fundraising events		2,577	2,112
Room hire		10,035	1,661
Community gym		10,548	6,990
Rural cinema and bowls		<u>-</u>	<u>-</u>
		23,160	10,763
Other income			
Solar energy		5,383	5,511
Renewable heat incentive		-	4,377
Sale of old Gym equipment		-	300
Other sundry income		<u>60</u>	<u>50</u>
		5,443	10,238
Investment income			
NatWest Business Reserve interest		<u>-</u>	<u>-</u>
		0	0
TOTAL RECEIPTS		<u><u>£40,596</u></u>	<u><u>£48,657</u></u>

SUMMARY OF REPAIRS AND MAINTENANCE

28-Apr Vocalvale - upgrade of alarm30% deposit	109.79
04-May PR Bellison - erect barrier	150.00
23-Jun Vocal vale - reprogram control panel	108.00
Vocal vale - balance of upgrade (see5)	256.19
04-Jul Mick Dunsdun – Fix toilet flush	80.00
13-Jul S Sainsbury - Defib Warehouse	148.80
28/8 Tecserve - annual maint fire alarm	383.05
22-Nov Skinners Electrical - annual PAT testing/replacement lamps	275.00
15-Dec NW Fire protection - annual service of fire equip	172.20
RA Landscaping - ditch clearing	1,285.00
06-Jan Paul Jones - plumbing repairs	210.00
19-Jan Vocal vale - intruder alarm routine maint	108.00
29-Jan N Baker - safety signs	79.33
Prettyman reimbursement	19.82
03-Feb N Baker - play area maint	64.40
07-Feb N Baker - fittings for signage	73.26
23-Feb Mr Smith - shelves in cupboard	140.00
	3662.84

SUMMARY OF OTHER COSTS

01-Apr NNDC training	30.00	sundry
13/Jul 2 Way radios	749.90	sundry
05/Aug Coffee maker	324.00	capital
13/Sep Fireworks	1288.00	fundraising
16/Sep Panto refund	240.00	room hire
22/Nov Farr accounts	415.00	accounts
06/Jan Community Garden – Thompson Saw Mills	916.61	sundry
	34.70	sundry
14/Jan N Baker – communitiy garden	86.95	sundry
04/Mar Timber for community garden	25.85	sundry
25/Mar Topsoil for Community Garden	150.00	sundry
29/Mar Glass jugs	34.97	sundry
	4295.98	

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF HICKLING PLAYING FIELD OR RECREATION GROUND CHARITY NUMBER 270199

This report on the financial statements of the Hickling Playing Field or Recreation Ground for the year ended 31 March 2022 is in respect of an examination carried out in accordance with Section 145 of the Charities Act 2011.

Respective responsibilities of the Charity and the examiner

The trustees of the Charity are responsible for the preparation of the financial statements and have considered that an audit is not required under the Charities Act 2011. It is our responsibility, as the appointed Independent Examiner, to issue this report on those financial statements in accordance with the terms of the Regulations.

Basis of Independent Examiner's report

Our examination was carried out in accordance with the General directions given by the Charity Commission. The examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit. Consequently, no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with our examination, no matter has come to our attention:-

1. which gives us reasonable cause to believe that in any material respect the requirements
 - . to keep accounting records in accordance with section 130 of the Charities Act 2011; and
 - . to prepare financial statements which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**KAREN CHRISTIANSON
FOR FARR AND ASSOCIATES LIMITED
Church Farm Cottages
Great Witchingham
NR9 5PL**

DATE: 12 September 2022

HICKLING PLAYING FIELD OR RECREATION GROUND

England & Wales - Charity number 270199

Accounts

Hickling Playing Field or Recreation Ground Charity Annual Report 31st April 2020

Names of the Trustees who manage the charity

Name	Office	Appointing Body
Nick Baker	Chair	Open Election
Stewart Chinman		The Phoenix Trust
Louise Chicken	Treasurer	Hickling Football Club
Harvey Gibbons		Hickling Methodist Chapel
Gemma Scarborough (nominated)		Hickling Pc
Eilish Rothney (opted)		Hickling Pc (Co
Maggie Prettyman		Open election
Shirley Sainsbury	Secretary	Co-opted
Robin Slatter		Co-opted
Viv Tallowin		Co-opted
Chris Watkins		Hickling Snooker Club
Julie Wones		Hickling School
Harry Purnell	Vice Chair	Open Election
Claire Madden		Open Election
Vacant		St Mary's Church

Names of the Charity's advisers

Solicitor Hansells Solicitors 13 the Close Norwich NR1 4DS

Accountant Ms Karen Christiansen

Description of the charity's trusts

Type of governing document - Constitution

How the charity is constituted - As a Trust

Trustee Selection Method

A proportion of our Trustees are elected annually by open election by the charity's members.

Further trustees are appointed as nominated Trustees from stakeholder groups in our community.

For the benefit of the Charity's management up to three further Trustees may also be co-opted

The Charity trustees agreed that Hickling Parish Council would be granted two trustee positions (one nominated, one co-opted) following successful resolution of the Parish Councils dispute with the Charity in May 2015 when the Parish Council finally accepted the offer of settlement made by the Trustees some 6 months previously. Two Parish Councillors have been annually appointed to the Board of Trustees since the Charity AGM in September 2015. One of these is an appointed Trustee, the other is co-opted. The Hickling Hunnies were a nominating organisation, but have now ceased operating. They were removed by the membership as a nominating body at the 2018 AGM, with the place on the Board replaced by an openly elected post. The District Councillors Trustee post was removed and replaced with a co-opted post at the 2019 AGM.

Policies and Procedures

The HPFRGC has a range of policies and procedures of which the following are in place.

Membership

Equality and Diversity

Environmental

Children and Vulnerable Adults

Complaints

Fire Safety Policy

Weekend Block Booking Policy

Age Verification

Snow and Ice clearing

Roles and responsibilities of Trustees and Office Holders

Data Protection

Privacy

Equality & Diversity

Volunteers

All policies are reviewed at least annually before the AGM or as required by changes in circumstances.

Additional policies and procedures will be introduced according to the needs of the charity and its members.

The HPFRGC will aspire to the Charity Commissions "Hallmarks of a good Charity" and use them to underpin all decisions, policies, procedures and strategy.

Charity Structure

The Charity is Governed by the Board of Trustees.

Within this group there are Trustees who take responsibility for particular areas of the Trusts activities. The Board are responsible for

the overall Governance of the Charity and its ongoing strategic development.

The Trustees make the practical daily decisions about booking, cleaning, maintenance and use of Hickling Barn as well as broader areas of work such as sports and community recreation development, marketing and organising fundraising events and projects.

The Events Management Team

The events management team have been formed from a combination of Trustees, volunteers and stakeholder representatives, and have co opted community members with specific skill sets to support the ongoing development of Hickling Barn's events and its community services. The Events management team are responsible for overseeing and managing events at the barn run by the charity.

The Phoenix Trust

The Phoenix Trust is a separate Village Charity whose objects closely match those of the HPFRGC.

The Phoenix Trust made a substantial financial contribution towards the capital cost of Hickling Barn and in recognition of this it was planned that they have a separate room on the premises. Now that Hickling Parish Councils dispute with the charity has been settled, an agreement has been drawn up the Phoenix Trust's use of the Laura Edgell room. The "Laura Edgel Room" room run by the Phoenix Trust has two snooker tables with hard covers which enables the room to be used for other community purposes in line with the objects of both charities specifically and community recreation halls generally.

Risk Management

HPFRGC is committed to risk management.

The HPFRGC will follow Charity Commission risk management strategies to ensure that the beneficiaries, resources and reputation of the Charity are properly protected.

Charity Objects

The original objects of the charity were set out in a conveyance dated 6 May 1937 which says that the Recreation Ground land at Ouse lane must be held "upon Trust to permit the same to be used in perpetuity as a Playing Field or Recreation Ground for the Parish of Hickling.

The Conveyance was amended by a scheme on 20th August 1976 to allow a parcel of land to be sold and the proceeds to benefit the charity.(The building plots now known as Mallard Way)

The conveyance was further amended by a scheme on the 11th May 2010 to allow the sale of another parcel of land with the proceeds going towards the building of a new Recreation Centre on the Charity's land in furtherance of the charity's objects.

A Further deed of Amendment of Administrative Provisions to enable the public election of Trustees was made in April 2012. The Constitution was further amended by members at a SGM of the charity in December 2014

The objects of the Charity are

"To provide a playing field or recreation ground for the Parish of Hickling"

The Trustees are responsible for ensuring that the Charity's activities provide Public Benefit when meeting its objects.

Principle 1: There must be an identifiable benefit or benefits

1a It must be clear what the benefits are - The HPFRGC has built a new, accessible recreation hall, Hickling Barn, for the community to replace old facilities that had been lost or were not fit for purpose

1b The benefits must be related to the aims - Hickling Barn meets the objects of our charity by providing indoor as well as outdoor community recreation facilities for our community.

1c Benefits must be balanced against any detriment or harm -

The Trustees have put in place stringent booking and management procedures to ensure that events do not cause undue noise or disruption to our neighbours.

Principle 2: Benefit must be to the public, or section of the public
-Hickling Barn is available to the public.

2a The beneficiaries must be appropriate to the aims - The beneficiaries are the members of our local community

2b Where benefit is to a section of the public, the opportunity to benefit must not be unreasonably restricted by:

1. geographical or other restrictions - Hickling Barn is based centrally in the community that it serves.
2. ability to pay any fees charged - Hickling Barn is of potential benefit to all members of our community not to a section of it as we are keeping hire fees and activity session fees to a minimum. See fees and charges below

2c People in poverty must not be excluded from the opportunity to benefit. - We are keeping our session charges as low as possible and are fundraising and providing subsidised lettings to ensure that people in poverty can use the hall. We have also provided subsidised Gym membership to persons who cannot afford to participate.

2d Any private benefits must be incidental - the Trustees have all signed governance documents to this effect/ The Charity Commission has issued guidance on Public Benefit and the responsibilities of Trustees. This guidance has been given to Trustees who ensure that they have read and understood it.

Grant Making

At this stage the HPFRGC is not in a position to make grants. We hope to set up a Bursary Fund in the long term to assist people in poverty to use our resources.

Volunteers

Hickling Barn and the Recreation Ground are reliant on volunteers to ensure its effective management, operation and provision of activities and recreation.

A core team of Volunteers was established through community meetings, and door to door surveys. This year we have developed a policy that supports volunteers and ensures that they are valued and respected by the Charity, its management and Trustees.

Community Wellbeing

The Charity continues to deliver a wide range of community wellbeing activities that have improved the health and wellbeing of our community

Governance of the Charity

The charity's current constitution was approved by its members at a General meeting of the Charity in December 2014. It was amended at the 2018 AGM to remove the nominated place for the Hickling Hunnies who are no longer in existence. The Hunnies place on the Board became an openly elected place at this time. At the 2019 AGM the District Councillor Trustee role was changed to a co opted one.

Community Consultation and Information

The HPFRGC has consulted and informed the local community in the following ways.

Public Trustee and General meetings of the Charity
Information Fliers delivered to each Household in Hickling
Information Updates in the monthly Parish Magazine
Information updates and Plans on the Parish website
Reports to the Parish Council

A detailed website has been designed and implemented by the HPFRGC to give full public access to the Charity's work and activities at the Barn

Donations

A number of generous donations have been received by way of purchase of items and by voluntary contribution of professional skills.

Funds

Sadly, the Charity found itself in a very difficult financial position caused by Hickling Parish Councils refusal to honour its contract to help fund the build of Hickling Barn and the costs associated with

the ensuing litigation. The Parish council chose to settle the dispute 1 week prior to the Parish Council elections in 2015 for a sum offered by the Trustees some 6 months earlier. The Charity's huge legal costs continued to escalate during this time. The Trustees have worked hard to try to stabilise the Charity's finances over the ensuing years. Happily, we have now re established an excellent relationship with the current Parish Council and thanks to the hard work of our volunteers and tremendous support from our community, we have now managed to create essential reserve and maintenance funds.

Reserves Policy

The Charity's Deed of Amendment to its administrative provisions meets the Charity Commission's requirements for reserves management policy and procedure.

In line with good Charity management principles and prudent risk management, the Charity has now established a capital reserve of £20,000 which is equivalent to approximately one years operating costs.

Details of funds Materially in Deficit
Nil

Grant and Community Funding

This financial year we have received grants from The Phoenix Trust Charity for which we are most grateful. We would like to thank the following sponsors and Grant bodies for their kind and generous funding and donations which enabled the construction of Hickling Barn.

The Parishioners of Hickling

The late Mr & Mrs D Tate

Norfolk Rural Community Council

Community Sustainable Energy Programme

The Broads Authority Sustainable Development Fund

The Football Foundation

Tesco Community Foundation

The Geoffrey Watling Charity

The Norfolk Playing Fields Association

The Family of Mrs J Tallowin

Norfolk Community Foundation

A Squared Architects

Davis Langdon

Broadland Computers

The John Jarrold Trust

The Cadbury Trust

KPMG

HICKLING PLAYING FIELD OR
RECREATION GROUND

ACCOUNTS FOR THE YEAR ENDED

31 MARCH 2021

ACCOUNTS PREPARED FOR:-

Hickling Playing Field or Recreation Ground
C/O Mrs S Sainsbury
Briarley Lodge
Stubb Road
Hickling
Norwich
NR12 0BN

ACCOUNTS PREPARED BY:

Farr & Associates Limited
1 Church Farm Cottages
Church Farm Lane
Great Witchingham
Norwich
NR9 5PL

As the body responsible for the preparation of annual accounts, the charity's trustees consider an audit was not required for this year, under Section 144(2) of the Charities Act 2011. We have been appointed by the trustees to independently examine the accounts. We acknowledge that it has been our responsibility to undertake these examinations and have done so following the guidelines laid down by the Charity Commission and using all books, records and explanations made available to us.

The procedures we have undertaken have provided satisfactory evidence of the figures contained in the accounts and no issues have come to our attention during our examinations that would cause us to believe that the accounts are not being prepared in such a way that meets the requirements of the 2011 Act.

K J Christianson
Farr and Associates

Date:

**HICKLING PLAYING FIELD OR RECREATION GROUND
ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021**

STATEMENT OF ASSETS AND LIABILITIES

	Notes	<u>2021</u>	<u>2020</u>
Bank account balances			
NatWest current account		4,603	4,603
CAF deposit account		10	10
Cash on hand (cinema/bowls)		100	100
Barclays Community account		59,259	42,650
Barclays Community Gym account		2,354	4,554
NatWest Business Reserve		<u>474</u>	<u>474</u>
		66,800	52,391
Fixed Assets	1		
Freehold property		837,545	837,545
Kitchen and gym equipment		18,250	21,470
Premises improvements		25,174	24,911
Cinema and computer equipment		539	674
Playground equipment		<u>2,193</u>	<u>2,741</u>
		883,701	887,341
Other Assets			
Prepayments	2	<u>905</u>	<u>-</u>
		905	0
Liabilities			
Other creditors and accruals	3	<u>395</u>	<u>450</u>
		395	450
Total assets less liabilities		<u><u>£951,011</u></u>	<u><u>£939,282</u></u>

RECONCILIATION OF FUNDS

Total funds brought forward		939,282	928,933
Total income per summary			
General Fund – Unrestricted		38,769	43,953
Other Funds – Restricted		<u>9,888</u>	<u>9,439</u>
		48,657	53,392
Total payments per summary			
General Fund – Unrestricted		36,928	41,198
Other Funds – Restricted		<u>-</u>	<u>1,845</u>
		36,928	43,043
Surplus for the year		<u>11,729</u>	<u>10,349</u>
Total funds carried forward		<u><u>£951,011</u></u>	<u><u>£939,282</u></u>

HICKLING PLAYING FIELD OR RECREATION GROUND
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021

FIXED ASSET SCHEDULE

Note 1	<u>Freehold Property</u>	<u>Gym and Barn Equipment</u>	<u>Premises Improvements</u>	<u>Cinema & Computer Equipment</u>	<u>Playground Equipment</u>	<u>TOTALS</u>
Cost						
As at 1 April 2020	837,545	49,931	34,295	7,413	4,707	933,891
Additions			4,705			4,705
Disposals						0
As at 31 March 2021	837,545	49,931	39,000	7,413	4,707	938,596
Depreciation						
As at 1 April 2020	-	28,461	9,384	6,739	1,966	46,550
Charge for year	-	3,220	4,442	135	548	8,345
						0
As at 31 March 2021	-	31,681	13,826	6,874	2,514	54,895
NBV 31/03/2020	837,545	21,470	24,911	674	2,741	£887,341
NBV 31/03/2021	837,545	18,250	25,174	539	2,193	£883,701
Depreciation rate: Reducing balance		15%	15%	20%	20%	
Additions:-						
Acousitic panels			4704.96			
		0.00	4,704.96	0.00	0.00	
Note 2	Creditors and accruals					
	Accounts fees			£395.00		
					£395.00	
Note 3	Prepayments					
	Alan Boswell insurance			428.20		
	NNDC Premises licence			180.00		
	Wave water rates year end balance			296.66		
					904.86	
Note 4	The grant from Phoenix Trust was to cover the cost of acoustic panels which are shown as an addition in fixed assets.					
Note 5	Donations are made up of £70 for the Gym and £229.23 as general donations.					

HICKLING PLAYING FIELD OR RECREATION GROUND

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

		<u>2021</u>	<u>2020</u>
SUMMARY OF PAYMENTS	Notes		
<u>Management and administration</u>			
Property repairs and maintenance		4,733	4,610
Cleaning and associated sundries		1,203	1,547
Grass cutting and grounds maintenance		2,130	3,004
Rates and water	3	-176	2,986
Insurances	3	1,824	1,553
Light and heat		3,827	4,135
Postage and office supplies		97	23
Broadband and telephone		611	1,011
Subscriptions and licences	3	1,969	1,318
Other sundry expenses		741	50
Accountancy	2	<u>430</u>	<u>435</u>
		17,389	20,672
<u>Cost of generating funds</u>			
Advertising, printing and promotions		338	1,008
Community gym – instructors and hire		10,031	10,713
Equipment repairs and replacements		42	232
Cinema and sundry fund raising costs		<u>783</u>	<u>1,379</u>
		11,194	13,332
<u>Depreciation</u>	1		
Gym and barn equipment		3,220	3,789
Improvements to premises		4,442	4,396
Cinema and computer equipment		135	169
Playground equipment		<u>548</u>	<u>685</u>
		8,345	9,039
TOTAL PAYMENTS		<u><u>£36,928</u></u>	<u><u>£43,043</u></u>

HICKLING PLAYING FIELD OR RECREATION GROUND

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

	Notes	<u>2021</u>	<u>2020</u>
SUMMARY OF RECEIPTS			
Voluntary Sources			
Grants – NNDC Covid		22,407	-
Grant – Phoenix Trust	4	4,950	
Donations	5	<u>299</u>	<u>1,670</u>
		27,656	1,670
Fundraising and trading activities			
Fundraising events		2,112	12,099
Room hire		1,661	12,500
Community gym		6,990	9,776
Rural cinema and bowls		<u>-</u>	<u>3,397</u>
		10,763	37,772
Other income			
Solar energy		5,511	5,766
Renewable heat incentive		4,377	3,673
Sale of old Gym equipment		300	-
Other sundry income		<u>50</u>	<u>4,510</u>
		10,238	13,949
Investment income			
NatWest Business Reserve interest		<u>-</u>	<u>1</u>
		0	1
TOTAL RECEIPTS		<u><u>£48,657</u></u>	<u><u>£53,392</u></u>

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF HICKLING PLAYING FIELD OR RECREATION GROUND CHARITY NUMBER 270199

This report on the financial statements of the Hickling Playing Field or Recreation Ground for the year ended 31 March 2021 is in respect of an examination carried out in accordance with Section 145 of the Charities Act 2011.

Respective responsibilities of the Charity and the examiner

The trustees of the Charity are responsible for the preparation of the financial statements and have considered that an audit is not required under the Charities Act 2011. It is our responsibility, as the appointed Independent Examiner, to issue this report on those financial statements in accordance with the terms of the Regulations.

Basis of Independent Examiner's report

Our examination was carried out in accordance with the General directions given by the Charity Commission. The examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit. Consequently, no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with our examination, no matter has come to our attention:-

1. which gives us reasonable cause to believe that in any material respect the requirements
 - . to keep accounting records in accordance with section 130 of the Charities Act 2011; and
 - . to prepare financial statements which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

FOR FARR AND ASSOCIATES LIMITED
Church Farm Cottages
Great Witchingham
NR9 5PL