

REGISTERED CHARITY NUMBER: 286472

**Trustees' Report and
Unaudited Financial Statements
for the Year Ended 30 September 2020
for
PUBLIC PLAYING FIELD AND VILLAGE HALL
known as STOKE GIFFORD TRUST**

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PUBLIC PLAYING FIELD AND VILLAGE HALL (known as STOKE GIFFORD TRUST)

Report of the trustees for the year ended 30 September 2020

The Trustees present their report and annual accounts for the year ended 30 September 2020.

Charity name: Public Playing Field and Village Hall (also known as Stoke Gifford Trust)

Charity registration number: 286472

Principal address:

The Trust Hall
North Road
Stoke Gifford
Bristol BS34 8PE

Trustees:

Trustee name	Office	Body entitled to appoint trustee
Mr D Addison	Chair	Trust
Mr R Horsfall	Deputy Chair	Trust
Mrs G Horsfall	Minutes Secretary (resigned 12 May 2021)	Trust
Mrs T Booth	Treasurer	Trust
Mr R Matthews	Football Club Representative (resigned 01/09/20)	Stoke Gifford Football Club
Mr M Black	Football Club Representative (appointed 01/09/20)	Stoke Gifford Football Club
Mr E Brown	Parish Council Representative	Stoke Gifford Parish Council
Mr J Dunt	Cricket Club representative	Stoke Gifford Cricket Club
Mr P Smith	Public representative	Trust
Mr J Hawkins	Short Mat Bowls representative	Short Mat Bowls Club
Mr D Edge	Public representative	Trust
Ms F Jordan	Public representative (appointed 02/05/20)	Trust

Trustees for the charity:

Stoke Gifford Parish Council (Custodian Trustee).

Structure, Governance and Management

Governance document

The charity is constituted as a Trust and is governed by its Trust Deed dated 31 December 1951.

Appointment of Trustees

Trustees are elected by residents of Stoke Gifford or appointed by certain of the organisations and clubs using the facilities.

Organisations allowed to appoint trustees include Stoke Gifford Parish Council, Stoke Gifford Parochial Church Council, British Legion (Stoke Gifford Branch), Little Stoke Ratepayers Association, Stoke Gifford Cricket Club, Stoke Gifford United Association Football Club, Stoke Gifford Tennis Club and the Stoke Gifford Baptist Church Committee.

PUBLIC PLAYING FIELD AND VILLAGE HALL (known as STOKE GIFFORD TRUST)

Report of the trustees for the year ended 30 September 2020

Related parties

Of the trustees who stood during the year, E. Brown was also Chair of the Parish Council. Mr D Addison is a Parish Councillor. The Parish Council are custodian trustees of the charity.

The Trust receives assistance from the Parish Council comprising grass cutting, maintenance of boundaries, tree surgery and maintenance of play equipment. A contribution towards these costs was introduced by the Parish Council in 2012 being £2,400 for 2019/20 and 2020/21.

The trustees have considered the major risks relating to the charity and have reviewed the controls in place to manage them.

Objectives and Activities

Objectives of the charity

To manage the Trust Ground (all those pieces or parcels of land together with buildings and yard situate at Stoke Gifford and being Ordnance Survey numbers 218, 219, 219a, 221 and 248) for the purposes of public playing fields and of physical and mental training and recreation and social, moral and intellectual development through the medium of reading and recreation room, library, lectures, classes, recreations and entertainments or otherwise as may be found expedient for the benefits of the inhabitants of the Parish of Stoke Gifford in the County of Gloucestershire and its immediate vicinity without distinction of sex or political, religious or other opinions. The trustees have had regard to the guidance issued by the Charity Commission on Public Benefit.

Main activities

To achieve the objectives stated above the Stoke Gifford Trust undertakes for the benefit of the people of Stoke Gifford:

- 1 Maintenance of the green space of the Trust Ground (approx. 5.366 acres) including one football pitch, one cricket pitch, one tennis court and one multi-purpose court (tennis, basketball and football practice) making these facilities available for use by locally based clubs on a regular basis and for occasional hire by other users.
- 2 Maintenance and improvement on the site of a small children's play area open to the general public.
- 3 Maintenance and improvement of a hall with attached kitchen and toilet facilities ("The Trust Hall") making this hall available for general hire by local residents for recreation, local organisations for public meetings and use as a poll station and clubs and commercial organisations providing recreational activities and indoor sports for the benefit of the local residents.
- 4 Maintenance and improvement of a second, smaller hall with attached kitchen and toilet facilities ("The Poplar Rooms"), making this hall available for general activities by local residents and organisations (commercial and otherwise) providing educational and recreational facilities to local residents.

PUBLIC PLAYING FIELD AND VILLAGE HALL (known as STOKE GIFFORD TRUST)

Report of the trustees for the year ended 30 September 2020

- 5 Maintenance and improvement of a pavilion providing showers, changing rooms and
- 6 Provision and maintenance of an on-site car park.

The Trust wishes to note the contribution to the maintenance of the playing fields and outdoor courts made by trustees, members of the community and volunteers from the football and cricket clubs. It has not been possible to place an economic value of the contributions made in the accounts.

Achievements and performance

Both the internal spaces, the Trust Hall and the Poplar Rooms, continued to be heavily used up until the start of the first Covid-19 lockdown. The halls remained closed for the remainder of the year resulting in minimal income for the second six months. The tennis courts remained open as much as possible and were well used when permitted by regulations. Football and cricket suffered abandoned seasons.

The caretakers were furloughed and full use was made of the available grants and support available from the government to minimise losses.

With the halls closed, the opportunity was taken to schedule some maintenance tasks which would have been difficult to complete with the halls open.

Ground works were also given priority and several old or dead trees have been removed or lopped. Undergrowth has also been cleared to ease ongoing maintenance of the field boundary.

Financial review

Overview

The Trust's principal source of finance is lettings with rentals decreasing to £30,397 (2019 - £47,862) as a result of the halls being closed during Coronavirus lockdown. Coronavirus Job Retention Scheme and other local authority grants of £13,542 were also received. Donated services of £nil (2019 - £10,540) were also received during the year in the form of grants obtained and spent by the Parish Council on behalf of the Trust.

Resources expended have supported the key objective of maintenance of the buildings and playing fields and include employment costs of £11,384 (2019 - £10,857) and repairs and maintenance of £29,536 (2019 - £24,453). Repairs and maintenance include £nil (2019 - £10,510) for repairs which were financed by grants obtained by the Parish Council (see note 14).

The village fete did not take place due to the coronavirus pandemic.

Reserves

The charity's reserves policy is to hold approximately 3 months' regular outgoings which equates to approximately £12,667. At the year-end free reserves were £29,415 (2019 - £53,287).

COVID-19

The trustees have considered the impact that the Covid-19 pandemic will have on the charity's current and future financial position. The charity is taking the following steps to mitigate the threats that Covid-19 may pose to the organisation:

- Furlough of all staff
- Closure of all buildings reducing all variable costs to a minimum.

The trustees consider that the charity will continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved for the following reasons:

- The charity holds reserves as detailed in Reserve Policy above;
- The charity continues to receive Coronavirus grant funding

The trustees therefore consider it appropriate to adopt the going concern basis of preparation of the accounts, as detailed in note 1 to the financial statements

Funds

There are no funds currently in deficit.

Declaration

The trustees declare that they have approved the trustees' report above on 21 July 2021.

D Addison
Chair

PUBLIC PLAYING FIELD AND VILLAGE HALL (known as STOKE GIFFORD TRUST)

Report of the trustees for the year ended 30 September 2020

I report on the accounts of the charity for the year ended 30 September 2020 which are set out on pages 8 to 18.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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.

Minutes Secretary (resigned 12 May 2021)

RJ Thomas
BA ACMA
Mr M Black
4 Brins Close
Stoke Gifford
Bristol
BS34 8XU

20 July 2021

PUBLIC PLAYING FIELD AND VILLAGE HALL (known as STOKE GIFFORD TRUST)

Report of the trustees for the year ended 30 September 2020

		Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
Incoming resources	3				
Income and endowments from;					
Donations and legacies		14,850	650	15,500	17,865
Charitable activities		30,397	-	30,397	52,128
Investment income		781	-	781	218
Other income		-	-	-	913
Total incoming resources		46,028	650	46,678	71,124
Resources expended					
Expenditure on;	4				
Charitable activities		50,669	-	50,669	49,822
Total resources expended		50,669	-	50,669	49,822
Transfers		-	-	-	-
Net movement in funds		(4,641)	650	(3,991)	21,302
Funds brought forward		124,675	-	124,675	103,373
Funds carried forward		120,034	650	120,684	124,675

All amounts relate to continuing activities

All gains and losses recognised during the period are included above.

PUBLIC PLAYING FIELD AND VILLAGE HALL (known as STOKE GIFFORD TRUST)

Report of the trustees for the year ended 30 September 2020

	Note	Total 2020 £	Total 2019 £
Fixed assets	6	<u>1,808</u>	<u>2,577</u>
Current assets			
Debtors	7	1,978	2,372
Cash deposits		75,113	74,331
Cash at bank and in hand		41,952	45,645
		<u>119,043</u>	<u>122,348</u>
Creditors: amounts falling due within one year	8	(167)	(250)
Net current assets		<u>118,876</u>	<u>122,098</u>
Net assets		<u>120,684</u>	<u>124,675</u>
Funds of the charity	9		
Unrestricted funds			
General funds		31,223	55,864
Designated funds		88,811	68,811
Restricted funds		650	-
		<u>120,684</u>	<u>124,675</u>

The financial statements were approved by the Board of Trustees on 21 June 2021 and were signed on its behalf by;

D Addison
Chair

TM Booth
Treasurer

1 Basis of preparation

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain assets.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland 2015 (FRS 102) (effective 1 January 2019) rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared on the assumption that the charity is able to continue as a going concern. However, the COVID-19 pandemic is likely to have a profound impact on the global economy, and may in turn affect the charity. The trustees have considered the impact of this issue on the charity's current and future financial position. The trustees consider that the charity has sufficient cash reserves to continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved.

2 Accounting policies

Incoming resources

Incoming resources are included in the Statement of Financial Activities (SoFA) when: (i) the charity becomes entitled to the resources; (ii) it is more likely than not that the trustees will receive the resources; and (iii) the monetary value can be measured with sufficient reliability.

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount realised.

PUBLIC PLAYING FIELD AND VILLAGE HALL (known as STOKE GIFFORD TRUST)

Report of the trustees for the year ended 30 September 2020

Donated services are included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

The value of any volunteer help received is not included in the accounts but is described in the trustees' annual report.

Investment income is included in the accounts when receivable.

Expenditure and liabilities

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Assets

Tangible fixed assets for use by the charity are capitalised if they can be used for more than one year and cost at least £500. They are valued at cost or a reasonable value on receipt.

Building works and general improvements to the grounds and existing buildings are written off in the year of the expenditure being incurred as the original land and building costs were not capitalised.

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life. Full depreciation is charged in the first year.

Equipment 20% on cost

VAT

Since the District is not VAT registered, all input VAT is charged with the expenses to which it refers.

Fund accounting

Unrestricted funds are incoming resources receivable or generated for the objects of the District without further specified purpose. They are available as general funds and can be used in accordance with the charitable objectives at the discretion of the trustees. Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Expenditure which meets the criteria is charged to the fund together with a fair allocation of support costs where appropriate.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value. The liquid funds of bank balances are shown at their realisable values.

3. Analysis of incoming resources

	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
<i>Donations and legacies</i>				
Donations	1,308	650	1,958	6,354
Grants - Parish Council	-	-	-	1,000
Grants - HMRC (1)	3,542	-	3,542	-
Grants - South Glos Council (2)	10,000	-	10,000	-
Donated Services (note 13)	-	-	-	10,510
	<u>14,850</u>	<u>650</u>	<u>15,500</u>	<u>17,864</u>

(1) *Coronavirus Job retention Scheme*(2) *Coronavirus Retail, Hospitality and Leisure Grant*

	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
<i>Incoming resources from charitable activities</i>				
Hall rentals – regular	24,413	-	24,413	41,348
Hall rentals – casual	3,442	-	3,442	7,483
Field and court rents	2,542	-	2,542	3,297
	<u>30,397</u>	<u>-</u>	<u>30,397</u>	<u>52,128</u>

	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
<i>Investment income</i>				
Deposit interest	781	-	781	808
	<u>781</u>	<u>-</u>	<u>781</u>	<u>808</u>

PUBLIC PLAYING FIELD AND VILLAGE HALL (known as STOKE GIFFORD TRUST)

Report of the trustees for the year ended 30 September 2020

4. Analysis of resources expended

	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
<i>Charitable activities</i>				
Upkeep of the halls and grounds	50,669	-	50,669	46,834
Events	-	-	-	2,988
	50,669	-	50,669	49,822
	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
<i>Upkeep of halls and grounds</i>				
Electricity	2,840	-	2,840	2,275
Gas	1,487	-	1,487	1,409
General rates	-	-	-	297
Water and sewerage	806	-	806	2,538
Salaries	11,584	-	11,584	10,857
Repairs and maintenance	29,536	-	29,536	13,943
Repairs and maintenance, donated services	-	-	-	10,510
Insurance	1,455	-	1,455	1,507
Licences	1,252	-	1,252	1,224
Depreciation	769	-	769	769
Bank charges	60	-	60	60
IT and software	698	-	698	653
Other expenses	182	-	182	792
	50,669	-	50,669	46,834
<i>Events</i>				
Village fete	-	-	-	2,988
	-	-	-	2,988

5. Staff costs

	2020 £	2019 £
Gross wages	11,584	10,857
Total staff costs	11,584	10,857

Average number of employees in the year

2020 No.	2019 No.
2	2

PUBLIC PLAYING FIELD AND VILLAGE HALL (known as STOKE GIFFORD TRUST)

Report of the trustees for the year ended 30 September 2020

6. Tangible fixed assets

	Equipment £	Total £
<u>Cost</u>		
At the beginning of the year	3,846	3,846
Additions	-	-
Disposals	-	-
At the end of the year	<u>3,846</u>	<u>3,846</u>
<u>Depreciation</u>		
At the beginning of the year	1269	1269
Charge in the year	769	769
At the end of the year	<u>2,038</u>	<u>2,038</u>
Net present value	<u>1,808</u>	<u>1,808</u>

7. Debtors

	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
Hire fees receivable	1,311	-	1,311	2,354
Funds held by AEDonate	-	650	650	-
Prepayments and accrued income	17	-	17	18
	<u>1,328</u>	<u>650</u>	<u>1,978</u>	<u>2,372</u>

8. Creditors: amounts falling due within one year

	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
Amounts owed to suppliers	167	-	167	-
Accruals and deferred income	-	-	-	250
	<u>167</u>	<u>-</u>	<u>167</u>	<u>250</u>

PUBLIC PLAYING FIELD AND VILLAGE HALL (known as STOKE GIFFORD TRUST)

Report of the trustees for the year ended 30 September 2020

9. Statement of funds

	B/fwd £	Incoming resources £	Outgoing resources £	Transfers £	C/fwd £
<i>Unrestricted funds</i>					
General fund	55,864	46,028	(50,669)	(20,000)	31,223
<i>Designated funds</i>					
Development fund	62,391	-	-	20,000	82,391
Village fete fund	6,420	-	-	-	6,420
	124,675	46,028	(50,669)	-	120,034
<i>Restricted funds</i>					
Defibrillator fund	-	650	-	-	650
	-	650	-	-	650
Total funds	124,675	46,678	(50,669)	(20,000)	120,684

Unrestricted funds

General fund represents the day to day running of the charity for the charitable objectives.

Development fund reflects funds set aside by the trustees for future development of the properties and grounds.

Village Fete fund reflects the Public representative (appointed 02/05/20)

Restricted funds

Defibrillator fund reflects the funds received specifically for the provision of a defibrillator.

10. Trustees remuneration and benefits

During the year, no trustees received remuneration (2019 – nil)

During the year 1 trustee had expenses met by the charity of £nil (2019 - £77) which was paid for telephone services.

11. Analysis of net assets by fund

	General fund £	Designated funds £	Restricted funds £	Total 2020 £	Total 2019 £
Fixed assets	1,808	-	-	1,808	2,577
Current assets	30,232	88,811	-	119,043	122,348
Current liabilities	(167)	-	-	(167)	(250)
	31,873	88,811	-	120,684	124,675

12. Related party transactions

There were no related party transactions in 2020 (2019 – nil)

PUBLIC PLAYING FIELD AND VILLAGE HALL (known as STOKE GIFFORD TRUST)

Report of the trustees for the year ended 30 September 2020

13 Comparative Statement of Financial Activities (2018/19)

	Unrestricted funds £	Restricted funds £	Total 2019 £
Incoming resources			
Income and endowments from;			
Donations and legacies	6,355	11,510	17,865
Charitable activities	52,128	-	52,128
Investment income	218	-	218
Other income	913	-	913
Total incoming resources	59,614	11,510	71,124
Resources expended			
Expenditure on;			
Charitable activities	37,883	11,939	49,822
Total resources expended	37,883	11,939	49,822
Net movement in funds	21,731	(429)	21,302
Funds brought forward	102,944	429	103,373
Funds carried forward	124,675	-	124,675

Comparative statement of funds (2018/19)

	B/fwd £	Incoming resources £	Outgoing resources £	Transfers £	C/fwd £
<i>Unrestricted funds</i>					
General fund	34,789	56,970	(35,895)	-	55,864
<i>Designated funds</i>					
Development fund	62,391	-	-	-	62,391
Village fete fund	5,764	2,644	(1,988)	-	6,420
	102,944	59,614	(37,883)	-	124,675
<i>Restricted funds</i>					
Village fete grant fund	0	1,000	(1,000)	-	-
Bowls fund	429		(429)	-	-
Field repairs fund	0	10,510	(10,510)	-	-
	429	11,510	(11,939)	-	-
Total funds	103,373	71,124	(49,822)	-	124,675

PUBLIC PLAYING FIELD AND VILLAGE HALL (known as STOKE GIFFORD TRUST)

Report of the trustees for the year ended 30 September 2020

Comparative analysis of net assets by fund (2018/19)

	General fund £	Designated funds £	Restricted funds £	Total 2019 £
Fixed assets	2,577	-	-	2,577
Current assets	53,537	68,811	-	122,348
Current liabilities	(250)	-	-	(250)
	<hr/> 55,864	<hr/> 68,811	<hr/> -	<hr/> 124,675