

REGISTERED CHARITY NUMBER: 286472

**Trustees' Report and
Unaudited Financial Statements
for the Year Ended 30 September 2023
for
PUBLIC PLAYING FIELD AND VILLAGE HALL
known as STOKE GIFFORD TRUST**

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 2023

The trustees present their report and annual accounts for the year ended 30 September 2023

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

Name	Office	Body entitled to appoint trustee
Mr D Addison	Chair	Trust
Mr R Horsfall	Deputy Chair	Trust
Mrs J Henshaw	Treasurer	Trust
Mrs S Peasgood	Minute Secretary (appointed 16 November 2022)	Trust
Mr M Black	Football Club Representative	Stoke Gifford Football Club
Mr J Dunt	Cricket Club representative (resigned 20 May 2024)	Stoke Gifford Cricket Club
Mr R Edwards	Cricket Club representative (appointed 20 May 2024)	Stoke Gifford Cricket Club
Mr P Smith	Public representative	Trust
Mr D Edge	Public representative	Trust
Ms P Reich	Parish Council Rep. (resigned 19 September 2023)	Stoke Gifford Parish Council
Mr N Das Gupta	Parish Council Rep. (appointed 19 September 2023)	Stoke Gifford Parish Council
Mr A Shore	Parish Council Rep. (appointed 19 September 2023)	Stoke Gifford Parish Council

Trustees for the charity

Stoke Gifford Parish Council (Custodian Trustee).

Independent Examiner

Haines Watts
Chartered Accountants
6-8 Bath Street
Bristol
BS1 6HL

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

Report of the Trustees for the year ended 30 September 2023

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.

Related parties

Of the trustees who stood during the year, D Addison, A Shore, N Das Gupta and P Reich are Parish Councillors. The Parish Council is custodian trustee 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 2021/22 and 2022/23.

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 situated 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.

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

Report of the Trustees for the year ended 30 September 2023

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.
- 5 Maintenance and improvement of a pavilion providing showers, changing rooms and refreshment facilities for the benefit of users of the playing fields.
- 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

The Trust Hall continues to be well used with potential hires having to be turned away due to lack of capacity. Utilisation of the Poplar Rooms dropped with the departure of Pre-school at the end of the 22/23 school year so we took the opportunity to start renovation work.

Our focus continues to be on providing regular activities wherever possible with the dance schools, martial arts club, indoor bowls and churches continuing to make extensive use of the facilities. We retain two morning booking times at weekends to allow parties to other social gatherings.

Outdoors, the facilities for football, cricket, basketball and tennis continue to be well used when the weather permits.

We continued to regularly maintain the outdoor spaces. The sports netting protecting surrounding houses from stray cricket and tennis balls required repairs after the winter storms. The tennis courts required cleaning and the play area required an annual inspection and maintenance. We would like to note the continued contribution of the Parish Council to the maintenance of the play area.

Ground works continued with the annual check identifying several dead trees which had to be removed. Undergrowth has also been cleared to ease ongoing maintenance of the field boundary.

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

Report of the Trustees for the year ended 30 September 2023

Financial review

Overview

The Trust's principal source of finance is the hire of halls, the field and tennis courts being £52,755 for the year (2022 - £56,600). The hall hire has decreased as a result of two key regular hirers cancelling their bookings.

Resources expended have supported the key objective of maintenance of the buildings and playing fields and include employment costs of £13,489 (2022 - £12,518) and repairs and maintenance of £37,452 (2022 - £14,762).

Reserves

The charity's reserves policy is to hold approximately 3 - 6 months' regular outgoings which equates to approximately £12,500 to £25,000. At the year-end free reserves were £37,069 (2022 - £46,423).

The charity also held fixed assets of £1,693 (2022 - £2,970) in a designated fund, £103,614 (2022 - £103,614) in a designated fund for future development and £3,453 (2022 - £6,151) in a restricted fund for community events.

Funds

There are no funds currently in deficit.

Declaration

The Trustees declare that they have approved the Trustees' Report above on 18 July 2024.

D Addison
Chair

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

Independent Examiner's Report

I report to the trustees on my examination of the accounts of the charity for the year ended 30 September 2023 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 Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

- 1 accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- 2 the accounts do not accord with those records; 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.

Andrew Jordan FCA
Haines Watts
Chartered Accountants
6-8 Bath Street
Bristol
BS1 6HL

24 July 2024

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

Statement of Financial Activities

for the year ended 30 September 2023

		Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
Incoming resources	3				
Income and endowments from:					
Donations and legacies		4,360	1,701	6,061	11,975
Charitable activities		52,964	-	52,964	56,909
Investment income		2,245	-	2,245	712
Total incoming resources		59,569	1,701	61,270	69,596
Resources expended					
Expenditure on:	4				
Charitable activities		70,201	4,399	74,600	45,067
Total resources expended		70,201	4,399	74,600	45,067
Transfers		-	-	-	-
Net movement in funds		(10,632)	(2,698)	(13,330)	24,529
Funds brought forward	9	153,008	6,151	159,159	134,630
Funds carried forward	9	142,376	3,453	145,829	159,159

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)

Balance sheet

As at 30 September 2023

	Note	Total 2023	Total 2022
		£	£
Fixed assets	6	1,693	2,970
Current assets			
Debtors	7	8,996	4,279
Bank deposits		78,464	76,328
Cash at bank and in hand		62,303	75,698
		149,763	156,305
Creditors: amounts falling due within one year	8	(5,627)	(116)
Net current assets		144,136	156,189
Net assets		145,829	159,159
Funds of the charity	9		
Unrestricted funds			
General funds		37,069	46,423
Designated funds		105,307	106,585
Restricted funds		3,453	6,151
		145,829	159,159

The financial statements were approved by the Board of Trustees on 18 July 2024 and were signed on its behalf by:

D Addison
Chair

J Henshaw
Treasurer

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

Notes to the Financial Statements

for the year ended 30 September 2023

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.

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 financial statements have been prepared on the assumption that the charity is able to continue as a going concern. 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.

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' 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.

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

Notes to the Financial Statements

for the year ended 30 September 2023

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 charity 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 charity 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.

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

Notes to the Financial Statements

for the year ended 30 September 2023

3. Analysis of incoming resources

	Unrestricted funds	Restricted funds	Total 2023	Total 2022
	£	£	£	£
<i>Donations and legacies</i>				
Donations	4,360	1,701	6,061	6,932
Grants - South Glos Council (1)	-	-	-	2,667
Grants - Great Stokes Youth Trust	-	-	-	1,376
Grants - Stoke Gifford Parish Council (2)	-	-	-	1,000
	<u>4,360</u>	<u>1,701</u>	<u>6,061</u>	<u>11,975</u>

(1) *Coronavirus local authority grants*

(2) *Village fete grant*

	Unrestricted funds	Restricted funds	Total 2023	Total 2022
	£	£	£	£
<i>Incoming resources from charitable activities</i>				
Hall rentals – regular	45,200	-	45,200	49,171
Hall rentals – casual	2,528	-	2,528	2,074
Field and court rents	5,027	-	5,027	5,355
Other income	209	-	209	309
	<u>52,964</u>	<u>-</u>	<u>52,964</u>	<u>56,909</u>

	Unrestricted funds	Restricted funds	Total 2023	Total 2022
	£	£	£	£
<i>Investment income</i>				
Deposit interest	2,245	-	2,245	712
	<u>2,245</u>	<u>-</u>	<u>2,245</u>	<u>712</u>

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

Notes to the Financial Statements

for the year ended 30 September 2023

4. Analysis of resources expended

	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
<i>Charitable activities</i>				
Upkeep of the halls and grounds	70,201	-	70,201	41,181
Events	-	4,399	4,399	3,886
	70,201	4,399	74,600	45,067
	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
<i>Upkeep of halls and grounds</i>				
Electricity	6,163	-	6,163	3,172
Gas	1,801	-	1,801	1,631
General rates	-	-	-	187
Water and sewerage	1,910	-	1,910	1,604
Salaries	13,489	-	13,489	12,518
Repairs and maintenance	37,452	-	37,452	14,762
Insurance	1,565	-	1,565	1,499
Licences	825	-	825	863
Depreciation	1,277	-	1,277	1,393
Bank charges	60	-	60	109
IT and software	734	-	734	1,093
Accounting and independent examination	4,572	-	4,572	-
Legal costs	-	-	-	2,100
Other expenses	353	-	353	250
	70,201	-	70,201	41,181
<i>Events</i>				
Village fete	-	4,399	4,399	3,886
	-	4,399	4,399	3,886

5. Staff costs

	2023 £	2022 £
Gross wages	13,489	12,518
Total staff costs	13,489	12,518

Average number of employees in the year

2023 No.	2022 No.
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PUBLIC PLAYING FIELD AND VILLAGE HALL (known as STOKE GIFFORD TRUST)

Notes to the Financial Statements

for the year ended 30 September 2023

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6. Tangible fixed assets

	Equipment	Equipment
	2023	2022
	£	£
<u>Cost</u>		
At the beginning of the year	8,126	6,126
Additions	0	2000
Disposals	-	-
At the end of the year	<u>8,126</u>	<u>8,126</u>
<u>Depreciation</u>		
At the beginning of the year	5,156	3,763
Charge in the year	1,277	1,393
At the end of the year	<u>6,433</u>	<u>5,156</u>
Net book value at 30 September 2022	<u>2,970</u>	<u>2,363</u>
Net book value at 30 September 2023	<u>1,693</u>	<u>2,970</u>

7. Debtors

	Unrestricted funds	Restricted funds	Total 2023	Total 2022
	£	£	£	£
Hire fees receivable	8,996	-	8,996	4,279
	<u>8,996</u>	<u>-</u>	<u>8,996</u>	<u>4,279</u>

8. Creditors: amounts falling due within one year

	Unrestricted funds	Restricted funds	Total 2023	Total 2022
	£	£	£	£
Amounts owed to suppliers	568	-	568	16
Accruals and deferred income	5,059	-	5,059	100
	<u>5,627</u>	<u>-</u>	<u>5,627</u>	<u>116</u>

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

Notes to the Financial Statements

for the year ended 30 September 2023

9. Statement of funds

	B/fwd	Incoming	Outgoing	Transfers	C/fwd
	£	resources	resources	£	£
		£	£		
<i>Unrestricted funds</i>					
General fund	46,423	59,569	(68,923)	-	37,069
<i>Designated funds</i>					
Development fund	103,614	-	-	-	103,614
Fixed Assets NBV fund	2,971	-	(1,278)	-	1,693
	<u>153,008</u>	<u>59,569</u>	<u>(70,201)</u>	<u>-</u>	<u>142,376</u>
<i>Restricted funds</i>					
Community Events fund	6,151	1,701	(4,399)	-	3,453
	<u>6,151</u>	<u>1,701</u>	<u>(4,399)</u>	<u>-</u>	<u>3,453</u>
Total funds	159,159	61,270	(74,600)	-	145,829

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 (prior year) reflected the net surplus of fete activities set aside for future events.

In the prior year, the trustees clarified that the collection of donations at the fete is publicised as specifically for the funding of the fete or future community events and that the balance of the fete proceeds should be treated as restricted. A transfer was made from the designated Village Fete fund to a restricted Community Events fund reflect the revised classification.

Fixed Assets NBV fund reflects the net value of tangible fixed assets which are not freely available to fund day to day expenditure.

Restricted funds

Defibrillator fund (prior year) reflected the funds received specifically for the provision of a defibrillator. In the prior year, the defibrillator was purchased and capitalised. A transfer was made to the Fixed Asset fund to reflect this.

Community Events fund reflects the cumulative net surplus from community events to be used for future events. In the prior year, the designated Village Fete fund was reclassified and the balance was transferred to the restricted fund.

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

Notes to the Financial Statements

for the year ended 30 September 2023

Village Fete Grant fund (prior year) reflects a grant from Stoke Gifford Parish Council specifically for the funding of the fete. The balance was transferred to the Community Events fund at the year end. No grants were received in 2022/23.

10. Trustees remuneration and benefits

During the year, no trustees received remuneration or expenses (2022 – nil).

11. Analysis of net assets by fund

	General fund £	Designated funds £	Restricted funds £	Total 2023 £	Total 2022 £
Fixed assets	1,693	-	-	1,693	2,970
Current assets	41,003	105,307	3,453	149,763	156,305
Current liabilities	(5,627)	-	-	(5,627)	(116)
	37,069	105,307	3,453	145,829	159,159

12. Related party transactions

There were no related party transactions in 2023 (2022 – no transactions).

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

Notes to the Financial Statements

for the year ended 30 September 2023

13 Comparative Statement of Financial Activities (2021/22)

	Unrestricted funds £	Restricted funds £	Total 2022 £
Incoming resources			
Income and endowments from;			
Donations and legacies	8,358	3,617	11,975
Charitable activities	56,909		56,909
Investment income	712		712
Total incoming resources	65,979	3,617	69,596
Resources expended			
Expenditure on;			
Charitable activities	41,181	3,886	45,067
Total resources expended	41,181	3,886	45,067
Transfers	(4,419)	4,419	-
Net movement in funds	20,379	4,150	24,529
Funds brought forward	132,629	2,001	134,630
Funds carried forward	153,008	6,151	159,159

Comparative statement of funds (2021/22)

	B/fwd £	Incoming resources £	Outgoing resources £	Transfers £	C/fwd £
<i>Unrestricted funds</i>					
General fund	23,256	65,318	(39,788)	(2,363)	46,423
<i>Designated funds</i>					
Development fund	102,953	661	-	-	103,614
Village Fete fund	6,420	-	-	(6,420)	-
Fixed Assets NBV fund	-	-	(1,393)	4,364	2,971
	132,629	65,979	(41,181)	(4,419)	153,008
<i>Restricted funds</i>					
Defibrillator fund	2,001	-	-	(2,001)	-
Community Events fund	-	2,617	(3,886)	7,420	6,151
Village Fete Grant fund	-	1,000	-	(1,000)	-

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

Notes to the Financial Statements

for the year ended 30 September 2023

	2,001	3,617	(3,886)	4,419	6,151
Total funds	134,630	69,596	(45,067)	-	159,159

Comparative analysis of net assets by fund (2021/22)

	General fund £	Designated funds £	Restricted funds £	Total 2022 £	Total 2021 £
Fixed assets	2,970	-	-	2,970	2,363
Current assets	43,569	106,585	6,151	156,305	134,104
Current liabilities	(116)	-	-	(116)	(1,837)
	46,423	106,585	6,151	159,159	134,630