

BRAINTREE & BOCKING RECREATION GROUNDS
TRUSTEES' REPORT
2020-21

Registered Charity No: 301262

Principal Address

Braintree & Bocking Recreation Grounds
John Ray Street
Braintree
Essex CM7 9DZ

Names of trustees & committee

Mr S Dedman – Trustee (Chair)
Mr S R Thompson – Trustee
Mr A Simpson - Trustee

Professional Advisor's

Legal Advisor's:

Holmes & Hills Solicitors – Dale Chambers, Bocking End, Braintree, CM7 6AJ

Bankers:

Barclays Bank PLC, Bank Street, Braintree, Essex CM7 1UG

Independent Examiner:

Lambert Chapman, Chartered Accountants & Registered Auditors, 3 Warners Mill, Silks way, Braintree, Essex CM7 3GB

Letting agents:

Joscelyne Chase, 18-20 Bank Street Braintree Essex

Management and governance arrangements

For good governance and accountability, a minimum of three trustees are required. Where there is a requirement for new trustees, these would be identified and appointed by resolution at a meeting of trustees at which there is a majority of the Trustees present. The trustees annually review the risks that the charity faces. These remain mainly related to budgetary management and facility maintenance. The main sources of income are rental of houses owned by the trust and fees paid by the public and sports clubs for the use of the various sports pitches and facilities. Budgets are monitored and revised to stay within the available income of the trust and restoration and maintenance prioritised within those constraints.

Aims and Purposes

To provide public recreation opportunity for the resort and recreation of adults, children and youths. through the provision of buildings, facilities and open space” The trustees of Braintree & Bocking Recreation Grounds seek to follow the Commission’s guidance on public benefit and work with all Local organisations and groups who wish to make use of the facilities. The trustees strive to ensure maximum availability of the facilities and grounds to the widest possible section of general public in the Braintree area. In our activities we aim to promote the advancement of amateur sport and that of community and general health through the provision of recreational space and facilities.

Summary of the main activities during the year

General recreation ground access

The Grounds have remained open to the public all year round (365 days) for general recreational use, they are regularly used for casual sports, Jogging, walking etc. This year has seen a significant increase in casual use of the grounds, as people seek safe external places for leisure and recreation during the continued COVID-19 pandemic, particularly so during the summer months.

Sports.

The Braintree Boxing Club, Braintree Martial arts centre (Aikido & Karate), and Braintree Youth Football all based in the ground’s facilities have continued and all remain resilient and well supported.

In order to maximise usable space in the Grounds The Trustees approved work to extend

the Pavilion playing field taking back into the field part of the footprint of the old pavilion. For future seasons this will enable the area to take a full size Football pitch which was not previously possible. Earth works have been completed, however due to the depth of these it will take time to settle before final seeding can take place and the area be available for play.

Allotments

The clearance of unoccupied allotments last year has proven to be well timed. All allotments are now occupied and in good use. It is proving to be a great outdoor communal space. We are now have a waiting list for available allotments.

Coronavirus COVID-19

The Coronavirus pandemic continues to impacted the recreation facilities. Football teams have cautiously resumed play where permitted. The Boxing and Martial arts Clubs have only been able to achieve very limited activity. The Trustees continue to work with all users and clubs to ensure compliance with Government guidelines relating to Covid-19 throughout the year.

Braintree Town Fountain

In order to determine the correct course of action in order to return the Fountain to full operation, a specialist company was contracted to survey the fountain and produce a report and recommendations. This report has identified significant expenditure required to restore this much loved asset. The Trust is continuing to seek funding to undertake this work.

Trust Development

Transition to CIO

After much consideration the Trustees concluded that the current Trust structure was not best suited for the future of the Recreation Grounds and its development. After reviewing the possible options it was decided that the best structure would be that of a CIO (Charitable Incorporated Organisation). This would provide the structure and flexibility for the future of the organisation. Work has been underway throughout the year and on 24 February 2021 the Charity Commission confirmed the registration of the new "Braintree Recreation CIO" Charity Number 1193648. With this in place Work is now starting to transfer the assets and operation from the Trust to the New CIO.

Public Survey

As a first step in developing a Short, Medium and Long Term strategy and plan for the Recreation Grounds The trustees of the Trust and CIO have launched a public Survey to ascertain the local community needs and wishes for the Recreation Grounds. This survey will report in April /May 2021.

Website and Facebook

Also part of the New CIO development A new web site and face book page have been launched in order to improve the communications with the users and local communities.

Web: <https://www.braintreerec.org.uk/>

facebook: @BraintreerecreationCIO

Statement on the charity's policy on reserves

The Trustees' have reviewed the policy on reserve and in the current financial year the aim, is to maintain a reserve balance of unrestricted funds of no less than £10,000. This is to ensure adequate provision for unforeseen expenditure.

Signed on behalf of the charity's trustees

A handwritten signature in black ink, appearing to read 'S. Thompson', written over a horizontal line.

Mr Robert Thompson – Trustee

03 January 2022

**BRAINTREE AND BOCKING
RECREATION GROUNDS**

**RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 5TH APRIL 2021**

**Lambert Chapman LLP Chartered Accountants
3 Warners Mill
Silks Way
Braintree
Essex
CM7 3GB**

**BRAINTREE & BOCKING RECREATION GROUNDS
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FOR THE YEAR ENDED 5TH APRIL 2021**

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**BRAINTREE & BOCKING RECREATION GROUNDS
CHARITY INFORMATION FOR THE YEAR ENDED 5TH APRIL 2021**

TRUSTEES:	Mr. S Dedman Mr. S R Thompson Mr. A Simpson
TREASURER	Mr. S R Thompson
REGISTERED ADDRESS:	John Ray Street Braintree CM7 9DZ
CONTACT ADDRESS	Mr. S R Thompson Hillside, Highstreet Green Sible Hedingham Halstead, Essex CO9 3LH
REGISTERED NUMBER:	301262
ACCOUNTANTS:	Lambert Chapman LLP Chartered Accountants 3 Warners Mill Silks Way Braintree CM7 3GB
BANKERS:	Barclays Bank Plc Bank Street Braintree Essex CM7 7UQ

BRAINTREE AND BOCKING RECREATION GROUNDS
RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 5TH APRIL 2021

	2021	2020
Income		
Rents	58,767.00	61,307.50
Rent BDC	3,875.00	11,625.00
<i>Current account income</i>	62,642.00	72,932.50
Takings		
Government grants	10,000.00	-
Annual allotment fee	39.00	-
Wayleaves	150.00	150.00
Loyalty reward	5.54	8.56
Concessions (Burger van)	-	450.00
<i>Current account income</i>	10,194.54	608.56
Interest Received	16.11	65.03
<i>Deposit account income</i>		
Total income	72,852.65	73,606.09
Expenses		
Building and ground maintenance	39,531.17	92,264.83
Letting fees	5,826.47	5,435.86
Electricity & gas	1,292.37	514.74
General expenses	388.00	-
Insurance	7,152.40	6,894.87
Equipment maintenance	1,772.81	164.80
IT Software and consumables	680.90	400.65
Accounts	1,020.00	1,284.00
Bank charges	91.25	119.14
Legal and professional	400.00	4,017.01
Postage	8.40	-
Rates	1,601.34	396.00
Telephone	115.05	35.93
Capital expenditure	10,557.00	720.00
<i>Current account expenses</i>	70,437.16	112,247.83
Total payments	70,437.16	112,247.83
Excess of Receipts over Payments	<u>2,415.49</u>	<u>(38,641.74)</u>

Notes to the Receipts and Payments Account.

1) Bank and Cash reconciliation.

	<u>Current Account</u>	<u>Base Rate Tracker</u>	<u>TOTAL</u>
Opening balance	10,936.69	35,256.40	46,193.09
Receipts	72,836.54	16.11	72,852.65
Payments	70,437.16	-	70,437.16
Closing balance	13,336.07	35,272.51	48,608.58

I approve the above Receipt and Payment Account and confirm that we have made available all relevant records and information for its preparation.

S R Thompson (Trustee)



Date: 26/01/2022

BRAINTREE AND BOCKING RECREATION GROUNDS
STATEMENT OF ASSETS AND LIABILITIES AT 5TH APRIL 2021

	05 April 2021		05 April 2020	
	£	£	£	£
Cash Funds				
Current Account	13,336.07		10,936.69	
Base Rate Tracker	35,272.51		35,256.40	
Total Cash Funds		48,608.58		46,193.09
Total Monetary Assets		<u>48,608.58</u>		<u>46,193.09</u>

Investment Assets Note 1
Recreation Grounds
and Squash Courts
Braintree Fountain (St Michaels Road)
The Lodge John Ray Street
1 & 2 Fountain Cottages St Michaels Road
Leahurst St Michaels Road
2 John Ray Street
8 John Ray Street
93 Coggeshall Road
99 Coggeshall Road

Assets Retained for Charity's Own use Note 1
Tractor - John Deere
Trimax Mower
Pitch roller
SISIS Tractor mounted Mega slit
Brushcutter
Ride On Mower
Laptop
Supaturf Line Marking Machine
SISIS Sweeper
2500 Litre Water Tank
JFC Fuel Storage Tank
Mower - P Tuckwell 2019 Addition
Brushcutter - P Tuckwell 2019 Addition
Hedge trimmer - P Tuckwell 2019 Addition
Kombi Head 2019 Addition
Blower Attachment 2019 Addition
Pressure Washer 2019 Addition
Walk behind mower - P Tuckwell 2020 Addition
Fleming TR4 tipping trailer 2021 Addition
MT-01 Tractor loader 2021 Addition
Rotavator & stone burier 2021 Addition
Line markers 2021 Addition

I approve the above Statement of Assets and Liabilities and confirm that we have made available all relevant records and information for its preparation.

S R Thompson (Trustee)



Date : 26/01/2022

Note 1 No value has been assigned to the fixed assets listed above as is permitted by the Charity Commission guidance CC16.

Note 2 During the period, an incorporated charity was created under the name Braintree Recreation CIO. This was created on 18 February 2021. Braintree & Bocking Recreation Grounds will transfer their assets to Braintree Recreation CIO their assets to Braintree Recreation CIO under the guidelines of merger accounting. The Trustees of Braintree & Bocking Recreation Grounds and those of Braintree Recreation CIO are not significantly different. The merger will not be implemented until after the reporting period.

**BRAINTREE & BOCKING RECREATION GROUNDS
RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED
5TH APRIL 2021**

Report of the Accountants

This report is made to the Trustees in accordance with the terms of our engagement.

In accordance with instructions given to us we have prepared without carrying out an audit the Receipts and Payments Account from the accounting records of Braintree & Bocking Recreation Grounds and from information and explanations supplied to us.

Lambert Chapman LLP

Date : *26th January 2022*

Lambert Chapman LLP
Chartered Accountants
3 Warners Mill
Silks Way
Braintree
Essex
CM7 3GB



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Braintree & Bocking Recreation Grounds

On accounts for the year
ended

5th April 2021

Charity no
(if any)

301262

Set out on pages

2 and 3

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **05/04/2021**.

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 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no 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 to be reached.

Signed: P.R. Short

Date: 26th January 2022

Name: Paul Richard Short

Relevant professional
qualification(s) or body
(if any):

FCA

Address:

C/O Lambert Chapman LLP

3 Warners Mill, Silks Way

Braintree, Essex CM7 3GB

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).