

BRAINTREE & BOCKING RECREATION GROUNDS
TRUSTEES' REPORT
2021-22

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 (Resigned 25 April 2022)
Mrs D Farquhar – Trustee (Appointed 25 April 2022)

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:

Paul Short BA(Hons) FCA CF, Lambert Chapman LLP, Chartered Accountants &
Registered Auditors, 3 Warners Mill, Silks way, Braintree, Essex CM7 3GB

Letting agents:

Joscelyne Chase, 18-20 Bank Street Braintree Essex

Governing Document

The charity is governed by conveyances dated 05 November 1936, 19 December 1921 and a declaration of trust dated 17 December 1937.

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. The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Chair Report

Monday 25th April 2022

In another uncertain year with the COVID-19 pandemic still in full swing, we have adapted where we can to continue operations. We transitioned from virtual meetings to face-to-face meetings to continue our important work. Although this year has presented significant time issues with a lot of our personal and work lives restricting the amount of time spent on projects relating to the trust, I believe we are in a strong place moving forward.

We have addressed the transparency and communication issue with the public after what can only be described as a period of mistrust with the public, by means of better communication via our social media, email and website. As we engage with more and more people who use the grounds, we will hopefully find more volunteers to help us move forward, something I believe is needed for the organisation to achieve its full potential. With the additional support from Jim Farquhar and Dan Dedman, we have been able to complete projects which would have been difficult to facilitate beforehand, so I thank them. As other work commitments mean I am unable to commit my time to the trust as much as I would like, I will be stepping down as chairman to give someone else the chance to steer us in the forward direction we are heading in. I will remain on as a trustee to support wherever I can.

Key highlights from the year:

Digitalisation and cloud storage of documents and policies is bringing the Trust into the modern era. The future plans (Phase 1) were finalised and acted upon instantly. We saw investment in different areas of the Rec, including:

1. Allotments
2. New litter bins
3. Large quantity of new trees
4. Completion of pitch extension
5. New notice boards
6. New schemes introduced or drafted up including a memorial bench scheme, tree adoption scheme as well as community groups such as the FOBR and FOBF.
7. Engagements with new and local groups including the Stay Strong Mumma boot camp and the RAF Air cadets.
8. Email, Website and Social media being monitored regularly for seamless communication with enquiries and questions.
9. Ground and building are all still maintained for continuous use by our home clubs.

This coming year I hope we will see some progress on restoring the fountain to its former glory and I look forward to finalising the phase 2 and 3 plans for the Braintree Recreation Ground as we transition to an exciting period in the Rec's history.

Shaun Dedman.

Chair of trustees

Summary of the main activities during the year

General recreation ground access

The Grounds remain 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 again has seen significant casual use of the grounds, as people seek safe external places for leisure and recreation as COVID-19 continues to be a significant concern.

Sports.

It has been another difficult year for sports teams, however the Braintree Boxing Club, Braintree Martial arts centre (Aikido & Karate), and Braintree Youth Football all based in the ground's facilities have continued where permitted and remain resilient and well supported.

Allotments

The allotments continue to be very popular with many people finding them to be a peaceful and safe outdoor communal place. All allotments are now occupied and in good use and we now have a waiting list for available allotments.

Braintree Town Fountain

Due to the COVID-19 situation the restoration of the Fountain remains on hold for the time being.

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. As at 05 April 2022, the charity had reserves of £58,317 which will allow it to continue for the foreseeable future and maintain the provision for unseen expenditure.

Signed on behalf of the charity's trustees



20 Jan 2023

Mr Robert Thompson – Trustee



Section A

Independent Examiner's Report

Report to the trustees/
members of

Braintree & Bocking Recreation Grounds

On accounts for the year
ended

5th April 2022

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 **05/04/2022**.

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:

23rd January 2023

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

**BRAINTREE AND BOCKING
RECREATION GROUNDS**

**RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 5TH APRIL 2022**

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

**BRAINTREE & BOCKING RECREATION GROUNDS
CONTENTS OF THE RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 5TH APRIL 2022**

Charity Information	1
Receipts and Payments Account	2
Statement of Assets and Liabilities	3

**BRAINTREE & BOCKING RECREATION GROUNDS
CHARITY INFORMATION FOR THE YEAR ENDED 5TH APRIL 2022**

TRUSTEES:	Mr. S Dedman Mr. S R Thompson Mr. A Simpson (resigned 25 April 2022) Mrs. D Farquhar (appointed 25 April 2022)
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
INDEPENDENT EXAMINER:	Paul Short BA(Hons) FCA CF Lambert Chapman LLP 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 2022

	2022	2021
Income		
Rents	58,285.00	58,767.00
Rent BDC	31,000.00	3,875.00
<i>Current account income</i>	89,285.00	62,642.00
Takings		
Government grants	-	10,000.00
Annual allotment fee	170.30	39.00
Wayleaves	150.00	150.00
Loyalty reward	1.18	5.54
Concessions (Burger van)	-	-
<i>Current account income</i>	321.48	10,194.54
Interest Received	3.52	16.11
<i>Deposit account income</i>		
Total income	89,610.00	72,852.65
Expenses		
Building and ground maintenance	52,786.49	39,531.17
Letting fees	5,584.36	5,826.47
Electricity & gas	1,564.06	1,292.37
General expenses	1,479.10	388.00
Insurance	7,092.25	7,152.40
Equipment maintenance	3,570.40	1,772.81
IT Software and consumables	475.05	680.90
Accounts	1,050.00	1,020.00
Bank charges	106.30	91.25
Legal and professional	3,331.80	400.00
Postage	-	8.40
Rates	2,861.34	1,601.34
Telephone	-	115.05
Capital expenditure	-	10,557.00
<i>Current account expenses</i>	79,901.15	70,437.16
Total payments	79,901.15	70,437.16
Excess of Receipts over Payments	<u>9,708.85</u>	<u>2,415.49</u>

Notes to the Receipts and Payments Account.

1) Bank and Cash reconciliation.

	<u>Current Account</u>	<u>Base Rate Tracker</u>	<u>Petty Cash</u>	<u>TOTAL</u>
Opening balance:	13,336.07	35,272.51	-	48,608.58
Receipts	89,534.18	3.52	72.30	89,610.00
Payments	79,901.15	-	-	79,901.15
Closing balance	22,969.10	35,276.03	72.30	58,317.43

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: 12 Jan 2023

BRAINTREE AND BOCKING RECREATION GROUNDS
STATEMENT OF ASSETS AND LIABILITIES AT 5TH APRIL 2022

	05 April 2022		05 April 2021	
	£	£	£	£
<u>Cash Funds</u>				
Current Account	22,969.10		13,336.07	
Base Rate Tracker	35,276.03		35,272.51	
Petty Cash	72.30		-	
Total Cash Funds		58,317.43		48,608.58
Total Monetary Assets		<u>58,317.43</u>		<u>48,608.58</u>
<u>Investment Assets</u>	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				
<u>Assets Retained for Charity's Own use</u>	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 brier	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 : 12 Jan 2023

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 prior 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 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.