



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From: 1<sup>st</sup> January 2021 To: 31<sup>st</sup> December 2021

Charity name: Braughing Playing Field Association Trust

Charity registration number: 302344

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To provide facilities for sport and recreation in the village of Braughing, such facilities to be made available to the public at large except that some may be reserved for the use of persons who for reasons of youth, age, infirmity or disability may have special needs.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>Providing sporting facilities for individuals to play Tennis, Indoor bowls, cricket, football. Providing facilities for guides, yoga, exercise and other clubs, families and individuals for a place to meet.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>We believe the BPFAT purposes and activity are in line with the Charity commission on public benefit</b> <b>(<a href="https://www.gov.uk/guidance/public-benefit-rules-for-charities">https://www.gov.uk/guidance/public-benefit-rules-for-charities</a>)</b>

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>The Charity has no policy on grant making</b>
Policy on social investment including program related investment	Para 1.38	<b>The Charity has no policy on investment</b>

Contribution made by volunteers	Para 1.38	The Charity is run entirely by volunteers
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Providing facilities for over 250 users during the year. Braughing is a village of about 1200 people. The school provides outdoor space for children up to year 7 but the playing field provides the only area within the village for recreation of all ages.

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	

Investment performance against objectives	Para 1.41	
Other		



## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	As a result of the grants provided by the local authority during the pandemic the Trust's finances are good. The risk is that income from the hire of the facility will not return to the pre pandemic level in the long term which will eat into our reserves.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	A small reserve is held for unplanned repairs needed to the facilities. The hall is now 50 years old and regular maintenance is required.
Amount of reserves held	Para 1.22	£5425
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	From the membership and hire of facilities to affiliated clubs. From the private hire of individual clubs and users .
Investment policy and objectives including any social investment policy adopted	Para 1.46	None
A description of the principal risks facing the charity	Para 1.46	Risk that the income from the hire of the facilities will not recover to prepandemic levels.
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Trust Constitution Document</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>We are an unincorporated association. We are registered as a charity and have a board of trustees.</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>Each affiliated club is allowed to appoint a Trustee. Additional Trustees may be appointed at the AGM up to a maximum of 5. Chair, Treasurer and Secretary are appointed from the Trustees nominated and selected at the AGM.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<b>New Trustees are provided with the training material from the Charity Commission website.</b>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Day to day management is carried out by a management committee appointed from the Trustees.
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	Braughing Playing Field Association Trust (BPFAT)
Other name the charity uses	None

Registered charity number	302344
Charity's principal address	38 The Street, Braughing, Ware, Hertfordshire



### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Peter Hobson	Chair	From AGM 19-04-2022	
2	Keely Cousins	Secretary		
3	Graham Frary	Treasurer		
4	Michael Bennett		To 19-04-2022	
6	Patricia Courtney			
7	Christopher Tye			
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Corporate trustees – names of the directors at the date the report was approved

Director name		


Name of trustees holding title to property belonging to the charity

[illegible]



## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

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## Exemptions from disclosure

#### Reason for non-disclosure of key personnel details

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#### Other optional information

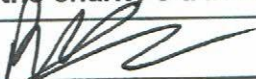

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## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Peter Hobson	Keely Cousins
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Position (eg  
Secretary, Chair, etc)

Chair	Secretary
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Date

27/10/2022
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**BRAUGHING PLAYING FIELD ASSOCIATION TRUST  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST DECEMBER 2021**

Charity number 302344

**TRUSTEES**

M Bennett  
K Cousins  
P Courtney  
G Frary  
P Hobson  
C Tye

**BRAUGHING PLAYING FIELD ASSOCIATION TRUST**  
**INCOME AND EXPENDITURE ACCOUNT**  
**YEAR ENDED 31ST DECEMBER 2021**

	<b>2021</b>		<b>2020</b>	
	£	£	£	£
<b>INCOME</b>				
Club affiliation fees		460		250
Rents from affiliated clubs		2,012		2,206
Other hall and field income		683		823
General fund raising:				
100 Club income	732		792	
100 Club prizes	685		205	
		47		587
Grants & donations		29,331		11,385
		32,533		15,251
Interest received		1		24
<b>Total income</b>		<b>32,534</b>		<b>15,275</b>
<b>EXPENDITURE</b>				
Electricity, gas and water	1,450		1,194	
Cleaning	600		460	
Field maintenance and grass cutting	-		1,244	
Bin collection	59		443	
Garage rental	305		-	
Repairs and maintenance	31,850		427	
Insurance	1,595		1,564	
		35,859		5,332
Administration:				
Printing, postage and stationery	-		-	
Licences	40		-	
Sundry expenses	-		79	
Legal fees	-		-	
		40		79
<b>Total expenditure</b>		<b>35,899</b>		<b>5,411</b>
Surplus/(deficit) of income over expenditure	-	3,365		9,864
Accumulated funds at 01.01.21		19,720		9,856
Accumulated funds at 31.12.21		<b>16,355</b>		<b>19,720</b>



**BRAUGHING PLAYING FIELD ASSOCIATION TRUST**  
**BALANCE SHEET**  
**AS AT 31ST DECEMBER 2021**

	2021	2020
		£ £
<b>CURRENT ASSETS</b>		
Debtors	1,772	845
Bank current account	9,948	13,368
Bank deposit account	5,425	5,424
Petty cash	-	82
	<u>15,373</u>	<u>18,875</u>
Creditors	790	-
<b>NET ASSETS</b>	<u>16,355</u>	<u>19,720</u>
<b>FINANCED BY:</b>		
Accumulated reserves	<u>16,355</u>	<u>19,720</u>

**BRAUGHING PLAYING FIELD ASSOCIATION TRUST  
NOTES TO THE UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST DECEMBER 2021**

**1. Basis of preparation of accounts**

The accounts have been prepared in accordance with the requirements of the Charities Act 2011 using the accruals concept.



**2. Debtors**

Debtors relate to the invoices raised by the charity for affiliated club rents and public hall hire that were unpaid at the year end. The hire period was during the financial year. They also include utility and council accounts that are in credit.

**3. Creditors**

Creditors relate to expenditure incurred during the financial period and unpaid at the balance sheet date, together with negative petty cash balances.

**Signed on behalf of the Trustees:**

Signature	Name	Date of Approval:
	GRAHAM FREAY	3/10/2022
	Keely Cousins	3/10/2022

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<b>Total expenditure</b>		<b>35,899</b>		<b>5,411</b>
Surplus/(deficit) of income over expenditure	-	3,365		9,864
Accumulated funds at 01.01.21		19,720		9,856
Accumulated funds at 31.12.21		<b>16,355</b>		<b>19,720</b>



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