

Aylsham Recreation Ground

Charity Number 303895

**Trustees' Annual Report
And Financial Statements
For the Period
1st March 2021 to 28th February 2022**

March 2022

Reference & Administration Details

Charity number: 303895

Charities operating address: C/O Town Hall, Market Place, Aylsham
NR11 6EL

Names of the Charity Trustees who manage the Charity

Myles Hague	Chairman	1/3/21 – 28/2/22
Francis Dodd	Vice Chairman	1/3/21 – 28/2/22
Eileen Springall	Hon Treasurer	1/3/21 – 28/2/22

Names of Trustees for the Charity (if any, eg: custodian trustees. Deleted if not required)

Aylsham Town Council Dates acted, if not for the whole year

Names & Addresses of Advisors (Delete rows which are not relevant)

Bank: Barclays Aylsham

Independent Examiner N/A

Solicitor N/A

Financial Advisor N/A

Structure, Governance & Management

Description of the Charity's Trusts

Type of Governing Document: Constitution

How the Charity is constituted: Charitable Incorporated Organisation

Trustee Selection Methods: Volunteers

Objectives & Activities

Summary of the Objects of the Charity as set out in its Governing Document

To provide recreational facilities for the residents of Aylsham, Norfolk

Summary of the Main Activities Undertaken for the Public Benefit in relation to the Charity's objects

Provision of:

Play Parks
Skate Park
Tennis Courts
Bowls Green
Pavilion
Football
Cricket
Petanque
Outside Gym
Green space for recreation and team games

Achievements & Performances

Statutory Declaration

The trustees declare that they have complied with their duty to have due regard to the guidance on public benefit published by the commission in exercising their powers or duties.

Chairman's Report

2021 – 2022 has seen the ongoing challenges presented by the pandemic as we slowly made a return to normality. User groups reconvening and transitioning into a forward movement considering the safety and wellbeing collectively and individually. This has been recognised as a committee also from Zoom meetings to once again being able to meet face to face. I feel I have been well supported through my 'apprentice' phase and thank you all for the experience and knowledgeable input received helping us continue our care and upkeep of our Recreation Ground.

Finances

We have had ongoing expenditure with maintenance projects arising that were prioritised as part of safety concerns. I am confident that we remain in a stable position and should continue you to assess any expenditure to determine if it is of real value to the recreation ground and its wider users.

Storage Building

The beginning of my position saw the conclusion of this project, by no means an easy task but in the words of my predecessor, 'A lesson well learned'. It is well used, and I believe appreciated by those that have access to areas within it. Long may this continue.

Future Projects

What an exciting time ahead with the prospect of a 'new' skatepark! I look forward to the public meeting later this month to hear the feedback from our community towards the project.

And of course, the prospect of an eventual new Pavilion with the pooling of ideas for consideration as to how we can make this an exceptional and welcoming venue for all users groups and our communities younger generation.

User Groups

It is very promising and exciting to see the growth and development of the user groups and to see new ideas and promotion of the groups to be enjoyed to their fullest.

The Future

As we look forward, it is exciting to see the possibilities that we can collectively achieve offering further betterment and improving the experiences of our community to make this, the peoples recreation ground a thriving and enjoyable venue for all who frequent it.

My thanks to Wendy Murphy for her unrelenting assistance and for establishing a strong and pivotal position as recreation ground manager. And of course, to you all, my fellow committee members for what is a collective drive forward in striving for a better environment for our community. I am grateful to you for the support and understanding you have afforded me throughout my first year as chair.

Thank you

Myles Hague

Financial Review

Brief statement of the Charity's Policy on Reserves

The charity budgets to provide replacements costs for play equipment etc plus ensuring there is at least £9,000 for contingencies

Details of Any Funds Materially in Deficit

None

Other Optional Information

The funding supplied by Aylsham Town Council from April 2021 has been paid as a grant

Detailed Income & Expenditure by Budget Heading 31/03/2022

Month No: 12

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Income							
1090 Interest Received	1	30	29			4.1%	
1100 Grants & Donation Received	56,926	56,570	(356)			100.6%	
1110 Hooked on Stitching	0	4,250	4,250			0.0%	
1120 Bowls Income	625	800	175			78.1%	
1130 Tennis Income	625	800	175			78.1%	
1135 General Income	10	0	(10)			0.0%	
1140 Football Pitch Income	194	300	106			64.6%	
1150 Storage Unit Income	1,899	0	(1,899)			0.0%	
1160 Petanque	520	250	(270)			208.0%	
1170 Hall Hire	5,973	1,500	(4,473)			398.2%	
1180 Casual Hire	0	200	200			0.0%	
1200 Trefoil	0	50	50			0.0%	
1220 Aylsham HS	0	200	200			0.0%	
1230 Erpingham FC	246	500	254			49.2%	
1240 Briston/Red Rose	0	500	500			0.0%	
1250 St Giles	642	1,300	658			49.4%	
1990 Tennis Hire	30	250	220			12.0%	
Income :- Income	67,690	67,500	(190)			100.3%	0
Net Income	67,690	67,500	(190)				
110 Administration							
4010 Admin Salary	5,716	5,000	(716)		(716)	114.3%	
4030 PAYE and NI	945	0	(945)		(945)	0.0%	
4070 Staff other Expenses	197	0	(197)		(197)	0.0%	
4090 Insurance	0	3,200	3,200		3,200	0.0%	
4100 Broadband	820	750	(70)		(70)	109.3%	
4110 Rates	324	1,000	676		676	32.4%	
4120 Water	1,092	350	(742)		(742)	312.0%	
4130 Electricity	976	900	(76)		(76)	108.4%	
4140 Gas	591	800	209		209	73.9%	
4150 Fire Inspection	311	450	139		139	69.0%	
4160 Pavilion Maintenance	2,626	4,500	1,874		1,874	58.4%	
4170 Cleaning	1,974	5,000	3,026		3,026	39.5%	
4180 Refuse Collection	1,924	2,200	276		276	87.5%	
4190 Grants & Donations Made	(8,044)	0	8,044		8,044	0.0%	
4210 CCTV	4,748	200	(4,548)		(4,548)	2374.0%	
4220 Professional Services	8,212	8,200	(12)		(12)	100.1%	
4990 Sundries	40	5,000	4,960		4,960	0.8%	
Administration :- Indirect Expenditure	22,453	37,550	15,097	0	15,097	59.8%	0
Net Expenditure	(22,453)	(37,550)	(15,097)				

Detailed Income & Expenditure by Budget Heading 31/03/2022

Month No: 12

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
140 Outside Spaces							
4400 Grounds Maintenance Contract	12,510	15,000	2,490		2,490	83.4%	
4410 Hedgeing Contract	200	400	200		200	50.0%	
4430 Smile Park	391	1,000	609		609	39.1%	
4450 Football Post & Nets	0	500	500		500	0.0%	
4460 Maintenance & Repairs	3,934	3,000	(934)		(934)	131.1%	
4465 Storage Unit	16,560	0	(16,560)		(16,560)	0.0%	
4470 Tree Care & Fencing	0	1,000	1,000		1,000	0.0%	
4500 Bolws club Expense	884	3,500	2,616		2,616	25.3%	
4510 Zip Wire	150	300	150		150	50.0%	
4520 Litter Bins & Collection	1,608	500	(1,108)		(1,108)	321.6%	
4540 St Giles Cricket Club	4,335	4,250	(85)		(85)	102.0%	
4560 Tennis	294	500	206		206	58.9%	
4990 Sundries	111	0	(111)		(111)	0.0%	
Outside Spaces :- Indirect Expenditure	40,977	29,950	(11,027)	0	(11,027)	136.8%	0
Net Expenditure	(40,977)	(29,950)	11,027				
Grand Totals:- Income	67,690	67,500	(190)			100.3%	
Expenditure	63,429	67,500	4,071	0	4,071	94.0%	
Net Income over Expenditure	4,260	0	(4,260)				
Movement to/(from) Gen Reserve	4,260						

AYLSHAM RECREATION GROUND COMMITTEE – 2021/2022

I have examined the records of the Aylsham Recreation Ground Committee for the financial year 1 April 2021 to 31 March 2022. My comments are below.

INCOME

Invoices are issued promptly to both regular and casual hirers, with most payments received via BACS and clearly documented each month. Credit notes were issued where applicable.

PAYMENTS

A random sample of paid invoices was carried out. Those sampled were paid via BACS. All were correctly authorised

Invoice 0060100	Aylsham Grounds	£906.00
Invoice 281127	OTW Imaging	£129.12
Invoice 105589	Key Loos	£102.00
Grant	Cricket club	£4250.00
Invoice 1982	Aylsham Town Council	£2015.00

STAFF RECORDS

Staff payments were made on due dates, and clearly detailed, including payments due to HMRC in respect of PAYE and NI.

VAT

VAT records in order.

FINANCIAL REPORTING

Bank reconciliations are carried out regularly, and trial balances prepared monthly. All transactions are recorded under the appropriate budget headings. Regular reports are given to the committee in a clear and well-ordered format. Bank statements were in order.

M E Anderson-Dungar
October 2022